



The Guide to Central Personnel Data File Edits

(Through Update 46, February 23, 2006)

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THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

TABLE OF CONTENTS

	PAGE
A. OVERVIEW	
1. General	A-1
2. Edit Number	A-3
3. Edit Prefix	A-4
B. STATUS FILE	
1. Individual Field Edits	B-1
2. Relationship Edits	B-7
C. DYNAMICS FILE	
1. Individual Field Edits	C-1
2. Relationship Edits	C-9
D. BASIC PAY TABLES	D-1
 APPENDIX	
1. Incorporated Changes	E-1
2. Unincorporated Changes.....	F-1

A-1
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

OVERVIEW

1. General

The Central Personnel Data File (CPDF) system is an automated information system containing individual records for most Federal civilian employees. The system's principal objective is to provide a readily accessible primary data source for meeting the workforce information needs of the Office of Personnel Management (OPM), other central management agencies, the Congress, the White House, and the public. From data submitted by the agencies, OPM creates a status file and a dynamics file. The status file contains an individual record of the status of each active employee as of the end of the reporting period, usually the end of the fiscal quarters of March, June, September, and December. The dynamics file contains a record of all personnel actions occurring during a particular reporting period, usually the January-March, April-June, July-September, and October-December fiscal quarters.

The Guide shows the status file and dynamics file data edits. The CPDF edits are organized into separate sections -- one for the status file and another for the dynamics file. Edits common to both the status and dynamics files are shown in both the status and dynamics sections of the manual. Within each of these sections, individual field edits are shown before the relationship edits. While individual field edits are executed before the relationship edits, the relationship edits themselves are organized solely for ease of reference in the manual. They may be executed in any order the agency considers efficient.

Generally (unless the name of a data element has changed), the relationship edits are organized in data element name order based on the data element that is considered the subject of the edit. For example, a pay basis/pay plan edit would be shown under pay basis when pay basis is considered the subject of the edit. A pay basis/pay plan edit would be shown under pay plan when pay plan is considered the subject of the edit.

A-2
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

OVERVIEW

The Guide documents how the CPDF system edits agency data. The default shown for an individual field edit or a relationship edit indicates the action taken by the CPDF system when data fail the edit. Usually, the default consists of placing asterisks in the data fields to show that the submitted data are not valid. If data fail an edit in an agency system, the agency should correct the data. **AGENCIES SHOULD NOT SUBMIT ASTERISKS TO THE CPDF.**

Note that the abbreviation **GPDS** refers to The Guide to Personnel Data Standards, which is available at Internet address <http://www.opm.gov/feddata/guidance.asp>. The abbreviation **GPPA** refers to The Guide to Processing Personnel Actions, which is available at Internet address <http://www.opm.gov/feddata/persdoc.asp>.

We add, revise, and delete CPDF edits throughout the year to reflect changes in human resource programs. Whenever possible, we issue the new editing requirements in advance of their effective dates to give agencies ample time to revise their systems. We issue these revisions as Changes in the Unincorporated Changes section of this manual's Appendix. The effective date is at the beginning of each Change listed in the Appendix. Readers should always check the Unincorporated Changes section of the Appendix for any revisions in edit requirements that have occurred since the last Update.

We issue complete revisions of this manual as Updates. When we issue an Update, we incorporate all of the editing requirements effective as of the date of the Update. This date is shown at the top of each page. We list all the revisions in the Incorporated Changes section of this manual's Appendix. Thus, any change in the body of the manual from one Update to the next is listed in the Incorporated Changes section.

A-3
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

OVERVIEW

2. Edit Number

Each edit is assigned a six-position CPDF edit number, which is used on CPDF error listings. The edit number consists of three components: (1) a three-digit edit prefix in positions 1 through 3 that identifies the data element that is the subject of the edit, (2) a two-digit number in positions 4 through 5 that (in conjunction with the two other components) uniquely identifies the data element edit (with the numbers 00 and 01 reserved for individual field edits, as distinguished from relationship edits), and (3) a one-digit edit suffix in position 6 that identifies the edit as pertaining to the status file (number 1), to the dynamics file (number 2), or to both the status and dynamics files (number 3). Examples are shown below.

EDIT NUMBER	EXPLANATION
xxx.00.1	Indicates an individual field edit that only pertains to the status file.
xxx.00.2	Indicates an individual field edit that only pertains to the dynamics file.
xxx.00.3	Indicates an individual field edit that pertains to both the status file and the dynamics file.
xxx.05.1	Indicates a relationship edit that only pertains to the status file.
xxx.05.2	Indicates a relationship edit that only pertains to the dynamics file.
xxx.05.3	Indicates a relationship edit that pertains to both the status file and the dynamics file.

A-4
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

OVERVIEW

3. Edit Prefix

The edit prefix, which occupies positions 1 through 3 of the six-position CPDF edit number, identifies the data element that is the subject of the edit (as shown below). The [status file individual field edits](#) start on page B-1. The [status file relationship edits](#) start on page B-7. The [dynamics file individual field edits](#) start on page C-1. The [dynamics file relationship edits](#) start on page C-8. Using Adobe Acrobat to view the Guide, click on "SR" (appearing after the data element name) to go to the status file relationship edits for the data element. Click on "DR" (appearing after the data element name) to go to the dynamics file relationship edits for the data element.

EDIT PREFIX	DATA ELEMENT
005	Instructional Program [SR , DR]
010	Agency/Subelement
030	Annuitant Indicator
050	Award Amount [DR]
060	Bargaining Unit [SR]
080	Creditable Military Service
090	Previous Retirement Coverage
100	Current Appointment Authority (1)&(2) [SR , DR]
110	Date of Birth [DR]
120	Duty Station [SR , DR]
130	Education Level [SR , DR]
140	Effective Date of Personnel Action [DR]
150	Effective Date of Personnel Action Being Corrected
160	Employee Name
165	Ethnicity and Race Identification [SR , DR]
170	Federal Employees' Group Life Insurance [SR]
175	FERS Coverage
180	FLSA Category [SR]
190	Frozen Service

(continued)

A-5
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

OVERVIEW

EDIT PREFIX	DATA ELEMENT (continued)
200	Functional Classification [SR]
220	Handicap [DR]
230	Health Plan
250-350	Legal Authority (1) and (2) [DR]
370	Nature of Action (1) and (2) [DR]
380	Nature of Action Being Corrected
390	Occupation [SR, DR]
400	Organizational Component
410	Pay Basis [SR, DR]
420	Grade = Grade, Level, Class, Rank, or Pay Band [SR, DR]
430	Pay Status
440	Pay Plan [SR, DR]
450	Pay Rate Determinant [SR, DR]
460	Personnel Office Identifier
470	Rating of Record (Level) [SR, DR]
471	Rating of Record (Pattern) [SR, DR]
472	Rating of Record (Period) [SR, DR]
500	Position Occupied [SR, DR]
520	Prior Occupation [DR]
530	Prior Pay Basis [DR]
540	Prior Grade = Prior Grade, Level, Class, Rank, or Pay Band [DR]

(continued)

A-6
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

OVERVIEW

EDIT PREFIX	DATA ELEMENT (continued)
550	Prior Pay Plan [DR]
560	Prior Pay Rate Determinant [DR]
570	Prior Basic Pay [DR]
580	Prior Step or Rate [DR]
590	Prior Work Schedule [DR]
600	Race or National Origin [SR, DR]
610	Retained Grade [SR]
620	Retained Pay Plan [SR]
630	Retained Step [SR]
640	Retirement Plan [SR]
650	Basic Pay [SR, DR]
652	Locality Adjustment [SR, DR]
653	Prior Locality Adjustment [DR]
654	Prior Duty Station
655	Retention Allowance [SR, DR]
657	Supervisory Differential [DR]
660	Service Computation Date (Leave) [SR, DR]
670	Sex
680	Social Security Number
690	Social Security Number Being Corrected
695	Special Pay Table Identifier [SR]

(continued)

A-7
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

OVERVIEW

EDIT PREFIX	DATA ELEMENT (continued)
700	Step or Rate [SR , DR]
710	Supervisory Status [SR , DR]
720	Tenure [SR , DR]
740	U.S. Citizenship [SR]
750	Veterans Preference [DR]
760	Veterans Status (Active Military Service) [SR , DR]
770	Work Schedule [DR]
780	Year Degree or Certificate Attained [SR , DR]

B-1
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update40, 5/9/05)

**STATUS FILE
INDIVIDUAL FIELD EDITS**

Note that the DEFAULT specifies the action to be taken for invalid data. The abbreviation **GPDS** refers to The Guide to Personnel Data Standards, which is available at Internet address <http://www.opm.gov/feddata/guidance.asp>.

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
005.00.3	Instructional Program	GPDS or spaces	Asterisk instructional program.
010.00.3	Agency/Subelement (first 2 positions)	GPDS	Reject transaction.
010.01.3	Agency/Subelement (last 2 positions)	GPDS	Asterisk last 2 positions of agency/subelement.
030.00.1	Annuitant Indicator	GPDS	Asterisk annuitant indicator.
060.00.1	Bargaining Unit	Must be numeric	Asterisk bargaining unit.
080.00.3	Creditable Military Service	Numeric or spaces	Asterisk creditable military service.
100.00.1	Current Appointment Authority (1)	GPDS	Asterisk current appointment authority (1).
100.01.3	Current Appointment Authority (2)	GPDS or spaces	Asterisk current appointment authority (2).

(continued)

B-2
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
110.00.1	Date of Birth	Numeric (with century 19-20 and month 01-12)	Asterisk date of birth.
120.00.1	Duty Station ²	GPDS	Asterisk duty station. ⁴
130.00.3	Education Level	GPDS or spaces	Asterisk education level.
165.00.3	Ethnicity and Race Identification ⁷	GPDS or spaces	Asterisk ethnicity and race identification.
170.00.1	Federal Employees' Group Life Insurance	GPDS	Asterisk federal employees' group life insurance.
175.00.1	FERS Coverage	GPDS or spaces	Asterisk FERS Coverage.
180.00.1	FLSA Category	GPDS	Asterisk FLSA category.
190.00.3	Frozen Service	Numeric or spaces	Asterisk frozen service.
200.00.1	Functional Classification	GPDS	Asterisk functional classification.
220.00.3	Handicap	GPDS	Asterisk handicap.
230.00.1	Health Plan ¹	GPDS	Asterisk health plan.
390.00.1	Occupation	GPDS	Asterisk occupation and functional classification.
400.00.1	Organizational Component	Must not be spaces	Asterisk organizational component.

(continued)

B-3
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
410.00.3	Pay Basis	GPDS	Asterisk pay basis and basic pay.
430.00.1	Pay Status	GPDS	Asterisk pay status.
440.00.3	Pay Plan	GPDS	Asterisk pay plan, grade, step or rate, pay basis, basic pay.
450.00.3	Pay Rate Determinant	GPDS	Asterisk pay rate determinant, basic pay, pay basis.
460.00.1	Personnel Office Identifier	GPDS	Asterisk personnel office identifier.
470.00.1	Rating of Record (Level)	GPDS	Asterisk rating of record (level), rating of record (pattern), and rating of record (period).
471.00.3	Rating of Record (Pattern)	GPDS or space	Asterisk rating of record (pattern), rating of record (level), and rating of record (period).
472.00.3	Rating of Record (Period)	Numeric (with century 19-20 and month 01-12) or spaces	Asterisk rating of record (period).

(continued)

B-4
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
500.00.1	Position Occupied	GPDS	Asterisk position occupied.
600.00.3	Race or National Origin	GPDS or space	Asterisk race or national origin.
620.00.1	Retained Pay Plan	GPDS or spaces	Asterisk retained pay plan, retained grade, retained step.
640.00.3	Retirement Plan	GPDS	Asterisk retirement plan.
650.00.1	Basic Pay	Numeric	Asterisk pay basis and basic pay. ⁵
652.00.3	Locality Adjustment	Numeric or spaces	Asterisk locality adjustment.
655.00.3	Retention Allowance	Numeric or spaces	Asterisk retention allowance.
657.00.3	Supervisory Differential	Numeric or spaces	Asterisk supervisory differential.
660.00.1	Service Computation Date (Leave)	Numeric (with century 19-20 and month 01-12)	Asterisk service computation date (leave).
670.00.3	Sex	GPDS	Asterisk sex.

(continued)

B-5
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
680.00.1	Social Security Number ⁶	Numeric	Reject record.
695.00.1	Special Pay Table Identifier	GPDS or spaces for pay plan GM or GS	Asterisk special pay table identifier.
710.00.3	Supervisory Status	GPDS	Asterisk supervisory status.
720.00.3	Tenure	GPDS	Asterisk tenure.
740.00.1	U.S. Citizenship	GPDS	Asterisk U.S. citizenship.
750.00.3	Veterans Preference	GPDS	Asterisk veterans preference.
760.00.1	Veterans Status (Active Military Service) ³	GPDS	Asterisk veterans status (active military service).
770.00.3	Work Schedule	GPDS	Asterisk work schedule.
780.00.3	Year Degree or Certificate Attained	Numeric (with century 19-20) or spaces	Asterisk year degree or certificate attained.

B-6
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
INDIVIDUAL FIELD EDITS**

Notes:

- 1 Spaces are valid for this data element except for the March and September submissions.
- 2 If the first two positions of the submitted duty station are alphabetic, zeros are inserted in the last three positions regardless of the submitted values. Note that spaces are not acceptable for a duty station on Status submissions, although spaces are acceptable for a duty station on Dynamics submissions.
- 3 Spaces are valid for this data element: (a) if agency/subelement is AFNG, AFZG, or ARNG or (b) if agency/subelement is CM63 and current appointment authority (1) is XZM.
- 4 Core based statistical area (CBSA), combined statistical area (CSA), and locality pay area (three data elements generated by OPM from duty station and not submitted by agencies) also have asterisks inserted. Asterisks will also be inserted in locality adjustment.
- 5 Asterisks are inserted in nonblank entries for locality adjustment, retention allowance, and supervisory differential.
- 6 If agency/subelement is other than DJ02 or HSDA, and the first position of SSN is 8 or 9, then positions 2 through 5 of SSN must match an entry in the CPDF personnel office identifier file or be asterisks.
OR
If the first position of SSN is other than 8 or 9, then positions 1 through 3 of the SSN must be greater than 000 and less than 800.

Default: Reject record.
- 7 If any of the ethnicity and race identification positions is other than space, Then each of the ethnicity and race identification positions must be 0 or 1, And at least one of the ethnicity and race identification positions must be 1.

Default: Insert asterisk in each of the ethnicity and race identification positions.

B-7
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

005 (INSTRUCTIONAL PROGRAM)

005.02.3 If education level is greater than 12,
Then instructional program must not equal spaces.

Default: Insert asterisks in instructional program.

005.13.3 If education level is not equal to 06, 10, or a number equal to or greater than 13,
Then instructional program and year degree or certificate attained must be spaces
or asterisks.

Default: Insert spaces in instructional program and year degree or certificate
attained. Failing the edit does not cause the record or data elements to be counted
as errors, but agency should submit spaces for the data elements.

B-8
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

060 (BARGAINING UNIT)

060.02.1 If pay plan is ES,
 Then bargaining unit must be 8888 or asterisks.

Default: Insert 8888 in bargaining unit.

060.03.1 If bargaining unit is other than 6666, 7777, 8888, or asterisks,
 Then the bargaining unit must be authorized for use in the agency.

Default: Retain data as submitted. Failing the edit does not cause the record or data element to be counted as an error, but agency should validate the bargaining unit code with the LAIRS (Labor Agreement and Information Retrieval System) contact.

B-9
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

100 (CURRENT APPOINTMENT AUTHORITY)

100.02.3 If either current appointment authority is ZVB,
Then agency/subelement must be TD03.

Default: Insert asterisks in current appointment authority.

100.04.1 If either current appointment authority is YBM, YGM, Y1M, Y2M, or Y3M,
And pay plan is GS,
Then occupation must be xx99 (where "xx" represent the first two positions of a
valid occupation code) or asterisks.

Default: Insert asterisks in current appointment authority.

100.06.3 If either current appointment authority is ZVC,
Then agency/subelement must be HSBC.

Default: Insert asterisks in current appointment authority.

100.07.3 If either current appointment authority is Y1K, Y2K, Y3K, Y4K, or Y5K,
Then tenure must be 0, 3, or asterisk.

Default: Insert asterisks in current appointment authority.

100.08.3 If either current appointment authority is Z4J thru Z4N, Z4P, Z4S, Z4T, or Z4V
thru Z4Y,
Then agency must be NN.

Default: Insert asterisks in current appointment authority.

B-10
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 100.09.3 If either current appointment authority is UDM,
Then agency must be TR.
- Default: Insert asterisks in current appointment authority.
- 100.10.1 If current appointment authority is BPM, H2L, J8M, JYM, UFM, V8K, VEM,
VPE, Wxx, Xxx, Yxx, ZVB, or ZVC,
Then position occupied must be 2 or asterisk.
- Default: Insert asterisks in current appointment authority.
- 100.12.1 If either current appointment authority is ZRL,
Then agency/subelement must be DJ02.
- Default: Insert asterisks in current appointment authority.
- 100.13.1 If pay plan is ES,
Then the first current appointment authority must be NRM, NSM, NTM, NVM,
NWM, NXM, P2M, P3M, P5M, P7M, VAG, VBJ, VCJ, V2M, V4L, V4M, V4P,
V6M, Z4V, Z4W, or asterisks.
- Default: Insert asterisks in current appointment authority.
- 100.14.3 If pay plan is ES,
Then the second current appointment authority must be AUM, AWM, BWM,
HAM, ZLM, spaces, or asterisks.
- Default: Insert asterisks in the second current appointment authority.

B-11
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

100.16.3 If either current appointment authority is WTM or WUM,
Then handicap must be 04, 06 through 94, or asterisks.

Default: Insert asterisks in current appointment authority.

100.17.3 If either current appointment authority is Z2W,
Then agency must be AF, AR, DD, or NV.

Default: Insert asterisks in current appointment authority.

100.19.1 If either current appointment authority is:

ABS, ACM, AYM, A2M, A7M, BBM, BEA, BGL, BKM, BLM, BMA, BMC,
BNE, BNK, BNW, BRM, BSE, BSS, BSW, BTM, BWA, BWE, HDM, HGM,
HJM, HLM, HNM, HRM, H3M, JEM, JGM, JJM, JMM, JQM, JVM, J4M, KLM,
KQM, KTM, KVM, KXM, K1M, K4M, K7M, K9M, LBM, LEM, LHM, LJM,
LKM, LKP, LLM, LPM, LSM, LWM, LYM, LZM, L1K, L1M, L3M, MCM,
MEM, MGM, MJM, MLL, MLM, MMM, MXM, M6M, M8M, NAM, NCM,
NEM, NFM, NJM, NMM, NUM, Q3M, VHM, VJM, V8L, V8N, ZBA, ZGM,
ZGY, ZJK, ZJM, ZMM, ZQM, ZTM, Z2W

Then position occupied must be 1 or asterisk.

Default: Insert asterisks in current appointment authority.

100.22.3 If either current appointment authority begins with M
or N (other than NUM),
Then tenure must be 0, 3, or asterisk.

Default: Insert asterisks in current appointment authority.

B-12
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 100.25.3 If either current appointment authority begins with K
 (other than KLM),
 Then tenure must be 1, 2, or asterisk.
- Default: Insert asterisks in current appointment authority.
- 100.28.3 If either current appointment authority is YBM, YCM, YGM, Y1M, Y2M, or
 Y3M,
 Then tenure must be 2 or asterisk.
- Default: Insert asterisks in current appointment authority.
- 100.31.3 If either current appointment authority is WXM,
 Then tenure must be 0, 3, or asterisk.
- Default: Insert asterisks in current appointment authority.
- 100.35.3 If either current appointment authority is V8V,
 Then agency/subelement must be VA and position occupied must be 2.
- Default: Insert asterisks in current appointment authority.
- 100.36.3 If pay plan is GS,
 And grade is 01 through 10,
 Then current appointment authority may not be ZKM or ZNM.
- Default: Insert asterisks in current appointment authority.

B-13
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 100.37.3 If either current appointment authority is NEM, LBM, or LZM,
Then veterans preference may not be 1 or 5.
- Default: Insert asterisks in current appointment authority.
- 100.38.3 If either current appointment authority is UAM or Z2U,
Then agency must be AF, AR, DD, or NV.
- Default: Insert asterisks in current appointment authority.
- 100.55.1 If one current appointment authority is NRM, NSM, NTM, NVM, NWM, NXM,
V2M, VCJ, VBJ, VAG, V6M, V4L, V4M, V4P, Z4V, or Z4W.
Then pay plan must be ES or asterisks.
- Default: Insert asterisks in current appointment authority.
- 100.58.3 If either current appointment authority is ZZZ,
Then service computation date must be less than January 1982 or be asterisks,
And position occupied must be 1 or asterisk.
- Default: Insert asterisks in current appointment authority.
- 100.64.3 If either current appointment authority is WEM,
Then occupation must be 0904, spaces, or asterisks.
- Default: Insert asterisks in current appointment authority.
- 100.70.3 If either current appointment authority is WDM,
Then occupation must be 0905, 1222, spaces, or asterisks.
- Default: Insert asterisks in current appointment authority.

B-14
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

100.73.3 If either current appointment authority is ACM, AYM, or KQM,
 And agency/subelement is not RR00,
 Then occupation must be other than 0904 or 0905.

Default: Insert asterisks in current appointment authority.

100.76.3 If either current appointment authority is H2L or VEM,
 Then pay plan must be ED, EF, EH, spaces, or asterisks.

Default: Insert asterisks in current appointment authority.

100.98.3 If current appointment authority (1) is ZZZ,
 Then current appointment authority (2) must be ZZZ, spaces, or asterisks.

Default: Insert spaces in current appointment authority (1). Failing the edit does not cause the record or data element to be counted as an error, but agency should either: (a) submit spaces for current appointment authority (1) or (b) move the value of current appointment authority (2) to current appointment authority (1).

100.99.3 If current appointment authority (2) is ZZZ,
 Then current appointment authority (1) must be ZZZ or asterisks.

Default: Insert spaces in current appointment authority (2). Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

B-15
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

110 (DATE OF BIRTH)

110.05.1 Date of birth must be at least 13 years less than the as of date, or be asterisks.

Default: Insert asterisks in date of birth.

Note: Minimum established at 13 to accommodate special Department of Defense program for dependents of service people stationed overseas.

B-16
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

120 (DUTY STATION)

120.04.3 If pay plan is WQ, WR, or WU,
 And agency/subelement is other than DJ02,
 Then the first 2 positions of duty station must be RQ or asterisks.

Default: Insert asterisks in duty station.

120.10.1 If first two positions of duty station are US,
 Then agency/subelement must be DJ02.

Default: Insert asterisks in duty station.

B-17
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

130 (EDUCATION LEVEL)

- 130.02.3 If tenure is 1 or 2,
 Then education level must not be spaces.

 Default: Insert asterisks in education level.
- 130.04.3 If pay plan is ES,
 Then education level must not be spaces.

 Default: Insert asterisks in education level.

B-18
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

165 (ETHNICITY AND RACE IDENTIFICATION)

165.05.3 If each of the ethnicity and race identification positions is space,
Then race or national origin must be other than space.

Default: Insert asterisk in race or national origin.

165.07.3 If race or national origin is space,
Then each of the ethnicity and race identification positions must be other than
space.

Default: Insert asterisk in each of the ethnicity and race identification positions.

B-19
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

170 (FEDERAL EMPLOYEES' GROUP LIFE INSURANCE (FEGLI))

170.04.1 If basic pay is 000000,
 And pay plan is not VC,
 Then FEGLI must be A0 or asterisks.

Default: Insert asterisk in FEGLI.

B-20
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

180 (FLSA CATEGORY)

180.02.1 If the first 2 positions of duty station are alphabetic, (and other than US or xQ),
Then FLSA category must be E or asterisk.

Default: Insert E in FLSA category.

180.04.1 If pay plan is WG or WL,
And agency/subelement is not AFNG, AFZG, or ARNG,
And the first two positions of duty station are numeric, US, or xQ,
Then FLSA category must be N or asterisk.

Default: Insert N in FLSA category.

180.07.1 If pay plan is GS,
And agency/subelement is not AFNG, AFZG, or ARNG,
And grade is 01 through 04,
And the first 2 positions of duty station are numeric, US, or xQ,
Then FLSA category must be N or asterisk.

Default: Insert N in FLSA category.

180.13.1 If pay plan is AA, AL, CA, ES, EX, SL, or ST,
Then FLSA category must be E or asterisk.

Default: Insert E in FLSA category.

B-21
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

200 (FUNCTIONAL CLASSIFICATION)

200.04.1 If occupation is one of the following:

0020, 0101, 0110, 0140, 0150, 0170, 0180, 0184, 0185, 0190, 0193, 0401, 0403,
0405-0415, 0430-0454, 0457, 0460, 0470-0493, 0601, 0602, 0610, 0630-0635,
0637-0639, 0644, 0660, 0662, 0665, 0668, 0680, 0690, 0696, 0701, 0801, 0803,
0804, 0806-0808, 0810, 0819, 0830-0855, 0858-0871, 0880-0894, 0896, 1220,
1221, 1223-1226, 1301-1310, 1313-1315, 1320-1340, 1350, 1360, 1370, 1372,
1373, 1380-1386, 1510-1520, 1529, 1530, 1540, 1550

Then functional classification must be greater than 10 or be asterisks.

Default: Insert asterisks in functional classification.

200.07.1 If occupation is not one of the following:

0020, 0101, 0110, 0140, 0150, 0170, 0180, 0184, 0185, 0190, 0193, 0401, 0403,
0405-0415, 0430-0454, 0457, 0460, 0470-0493, 0601, 0602, 0610, 0630-0635,
0637-0639, 0644, 0660, 0662, 0665, 0668, 0680, 0690, 0696, 0701, 0801, 0803,
0804, 0806-0808, 0810, 0819, 0830-0855, 0858-0871, 0880-0894, 0896, 1220,
1221, 1223-1226, 1301-1310, 1313-1315, 1320-1340, 1350, 1360, 1370, 1372,
1373, 1380-1386, 1510-1520, 1529, 1530, 1540, 1550

Then functional classification must be 00 or be asterisks.

Default: Insert zeros in functional classification. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit zeros for the data element.

B-22
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

390 (OCCUPATION)

390.10.1 If pay plan is Gx, LG, or ST,
 Then occupation must be less than 2500 or be asterisks.

Default: Insert asterisks in occupation and functional classification.

390.16.1 If pay plan is Wx, Xx, or Kx,
 Then occupation must be greater than 2499 or be asterisks.

Default: Insert asterisks in occupation and functional classification.

390.31.1 If occupation is 0605,
 Then first two positions of agency/subelement must be VA.

Default: Insert asterisks in occupation and functional classification.

390.47.1 If occupation is 0898, 1398, or 1598,
 Then agency/subelement must be CM57.

Default: Insert asterisks in occupation and functional classification.

B-23
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

410 (PAY BASIS)

410.02.3	If pay rate determinant is other than A, B, E, F, U, or V, And pay plan is:	Then pay basis must be as shown or asterisks
	AL	PA
	CA	PA
	ES	PA
	EX	PA
	GG	PA
	GH	PA
	GM	PA
	GS	PA
	KA	PA, PH
	SL	PA
	Xx	PH
	ZZ	WC
	Default: Insert asterisks in pay basis and basic pay.	

410.07.3 If pay basis is BW, PA, PD, PH, or WC,
And pay plan is other than AD,
Then basic pay must be within the range for the pay basis shown in Table 56 or be
asterisks.

Default: Insert asterisks in pay basis and basic pay.

B-24
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

420 (GRADE = GRADE, LEVEL, CLASS, RANK, OR PAY BAND)

420.02.3 If pay plan is CG, MG, WL, or XG,
Then grade must be 01 through 15 or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

420.04.3 If pay plan is WS or XH,
Then grade must be 01 through 19 or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

420.05.3	If pay plan is	Then grade must be
	DA, DS, DT	00-03
	DP	00-05
	ZA, ZP, ZS, ZT	01-05
	Default: Insert asterisks in grade.	

420.07.3 If pay plan is FA,
And pay rate determinant is not S,
Then grade must be CA, CM, MC, NC, OC, 01 through 04, 13, 14, or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

420.10.3 If pay plan is CE,
Then grade must be 01 through 17 or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

B-25
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 420.11.3 If pay plan is CY,
 Then grade must be 01 through 24 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.13.3 If pay plan is GM,
 Then grade must be 13 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.16.3 If pay plan is GS,
 Then grade must be 01 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.17.3 If pay plan is NH or NJ,
 Then grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.18.3 If pay plan is NK,
 Then grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.20.3 If pay plan is EV,
 Then grade must be 01, 02, 03, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

B-26
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 420.23.3 If pay plan is EZ,
 Then grade must be 01 through 08 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.25.3 If pay plan is VN,
 Then grade must be 01 through 06, 08, 09, 11 through 15, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.28.3 If pay plan is VP,
 Then grade must be 11 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.31.3 If pay plan is WG or XF,
 Then grade must be 01 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.34.3 If pay plan is EX,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.40.3 If pay plan is DR,
 Then grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

B-27
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 420.41.3 If pay plan is ND or NT,
 Then grade must be 01 through 06 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.42.3 If pay plan is NG,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.44.3 If pay plan is FO,
 Then grade must be 01 through 08 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.45.3 If pay plan is FP,
 Then grade must be 01 through 09 or AA through EE or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.47.3 If pay plan is FE,
 Then grade must be CA, CM, MC, OC, 01 through 03, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.50.3 If pay plan is AF,
 Then grade must be AA, BB, CC, DD, EE, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

B-28
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 420.51.3 If pay plan is FM,
 Then grade must be 13 through 15 or be asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.52.3 If pay plan is FG,
 Then grade must be 01 through 15 or be asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.53.3 If pay plan is FC,
 Then grade must be 02 through 14 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.55.3 If pay plan is AL or CA,
 Then grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.60.3 If pay plan is SL or XE,
 Then grade must be 00 or asterisks.
- Default: Insert 00 in grade.
- 420.65.3 If pay plan is GG,
 Then grade must be 01 through 15, SL, spaces or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis and basic pay.

B-29
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 420.70.3 If pay plan is GH,
 Then grade must be 13 through 15, spaces or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis and basic pay.
- 420.73.3 If pay plan is NY,
 Then grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.74.3 If pay plan is NC,
 Then grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.75.3 If pay plan is NO,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.76.3 If pay plan is NP or NR,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.78.3 If pay plan is NB,
 Then grade must be 01 through 09 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.79.3 If pay plan is AA,
 Then grade must be 01 through 06 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

B-30
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

420.80.3 If pay plan is GL,
 Then grade must be 03 through 10 or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

B-31
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

440 (PAY PLAN)

440.02.3	If pay plan is	Then agency/subelement must be
	AF	AG10, AM, CM55, IB, PU, ST
	AG	FD
	AJ	NU
	AT	TD03
	CB	FD
	CE	IN06
	CF, CG, CH, CI, CJ, CL, CM	FD
	CT	CT
	CU	CU
	CX	FD
	CY	IN06
	DA	NV
	DB, DE	AF, AR, DD, NV
	DG	NV
	DJ, DK	AF, AR, DD, NV
	DN	BF

(edit continued)

B-32
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	DP	NV
	DQ	AF, AR, DD, NV
	DR	AF
	DS, DT	NV
	DV, DZ	AF, AR, DD, NV
	EJ	DN, HS
	EK	DN
	EM	FD
	EN	DN
	EO	FD
	EV	TD03
	EZ	SE
	FA	AM, ST
	FB	TD03
	FD	AF, AR, DD, NV
	FE	AG10, AG34, AM, CM55, HS, IB, PU, ST
	FF, FG, FJ, FL, FM, FN	TD03

(edit continued)

B-33
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	FO	AG10, AG34, AM, CM55, HS, IB, PU, ST
	FP	AG10, AG34, AM, CM55, HS, IB, PU, ST
	FS, FT, FV, FW, FX	TD03
	GE, GI	LP
	GN	HE38
	HU	IN
	IE	AF, AR, DD, NV
	IJ	DJ
	IP	AF, AR, DD, NV
	IR	TR93
	KA, KB, KE	LP
	KG	TRAI
	KI, KJ	LP
	KL	TRAI
	KM, KN, KO, KP	LP
	KS	TRAI
	KT, KU, KV, KW, KX, KY	LP
	LE	HSAD
	LG	FD
	MA	AG
	MC	MI

(edit continued)

B-34
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	MG, MS, MX	HU
	NB	TRAJ
	NC, ND, NG	NV
	NH, NJ, NK	AF, AR, DD, NV
	NO, NP, NR, NT	NV
	NX, NY	KS
	NZ	SM03
	OF	HUFH
	PD	DJ15, HSAD, HSBD, TR40
	PG, PJ, PQ, PU, PZ	LP
	RA	AG
	RE, RP	TR93
	RS	HE
	SK	SE
	SN	NU
	SO	SE
	SP	IN
	SS	CU
	SV, SW	HSBC

(edit continued)

B-35
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	TF	FY
	TG	TR35
	TM	FY
	TP	DD16
	TR	TRAD, TRAI
	TS	FY
	VC, VE	VA
	VG, VH	FK, FL
	VM, VN, VP	VA
	WA	AR
	WE	TR
	WJ, WK, WO, WY	AR
	XA, XB, XC	IN
	XE	IN07
	XF, XG, XH	AR
	XI, XJ, XK	TRAI

(edit continued)

B-36
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ	AF, AR, DD, NV
	ZA, ZP, ZS, ZT	CM
	Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.	

B-37
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

440.45.3 If either current appointment authority is UAM,
Then pay plan may not be GS.

Default: Insert GG in pay plan.

B-38
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

450 (PAY RATE DETERMINANT)

450.02.3 If pay rate determinant is 4,
Then pay plan may not begin with W or X.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.04.3 If pay plan is FA or EX,
Then pay rate determinant must be 0, C, S, or asterisk.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.05.3 If pay plan is GH or GM,
Then pay rate determinant may not be A, B, E, F, U, or V.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.10.3 If pay rate determinant is C,
Then pay plan may not be Bx, ED, EE, EF, EG, EH, EI, Wx, Xx, or ZZ.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.19.3 If pay plan is ES,
Then pay rate determinant must be 0, 2, C, or asterisk.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

B-39
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

450.40.3 If pay rate determinant is P,
 Then agency must be VA.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.42.3 If pay plan is GM or GS,
 Then pay rate determinant must not be P or T.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.43.3 If pay rate determinant is Z,
 Then pay plan must not be FO or FP,
 And agency must be AM, GY, or ST,
 And the first two positions of duty station must be CA or MX.

Default: Insert asterisks in pay rate determinant and basic pay.

B-40
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

470 (RATING OF RECORD (LEVEL))

470.03.3 If rating of record (pattern) is A,
 Then rating of record (level) must be 1, 3, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.04.3 If rating of record (pattern) is B,
 Then rating of record (level) must be 1, 3, 5, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.05.3 If rating of record (pattern) is C,
 Then rating of record (level) must be 1, 3, 4, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.06.3 If rating of record (pattern) is D,
 Then rating of record (level) must be 1, 2, 3, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.07.3 If rating of record (pattern) is E,
 Then rating of record (level) must be 1, 3, 4, 5, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.08.3 If rating of record (pattern) is F,
 Then rating of record (level) must be 1, 2, 3, 5, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

B-41
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 470.09.3 If rating of record (pattern) is G,
 Then rating of record (level) must be 1, 2, 3, 4, X, or Z.
- Default: Insert asterisks in rating of record (level) and rating of record (pattern).
-
- 470.10.3 If rating of record (pattern) is H,
 Then rating of record (level) must be 1, 2, 3, 4, 5, X, or Z.
- Default: Insert asterisks in rating of record (level) and rating of record (pattern).

B-42
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

471 (RATING OF RECORD (PATTERN))

471.02.3 If rating of record (level) is 1 through 5,
Then neither rating of record (pattern) nor rating of record (period) may be
spaces.

Default: Insert asterisks in rating of record (pattern), rating of record (level), and
rating of record (period).

471.03.3 If pay plan is ES,
Then rating of record (pattern) must not be A, B, C, or E.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

B-43
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

472 (RATING OF RECORD (PERIOD))

472.02.1 If rating of record (period) is not spaces or asterisks,
Then it must be equal to or less than the as of date.

Default: Insert asterisks in rating of record (period).

472.03.3 If rating of record (level) is X,
Then rating of record (period) must be spaces.

Default: Insert spaces in rating of record (period). Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

472.04.1 If rating of record (period) is not spaces or asterisks,
Then it must not be more than 5 years earlier than the as of date.

Default: Retain data as submitted. Failing the edit does not cause the record or data element to be counted as an error, but agency should verify that the rating of record (period) reflects the date of the employee's most current rating of record (level).

B-44
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

500 (POSITION OCCUPIED)

500.02.3 If pay plan is ED, EE, EF, EG, EH, EI, Fx (other than FC), MA, SV, SW, VE,
VM, VN, or VP,
Then position occupied must be 2 or asterisk.

Default: Insert 2 in position occupied.

500.04.3 If pay plan is ES,
Then position occupied must be 3, 4, or asterisk.

Default: Insert asterisk in position occupied.

500.07.1 If position occupied is 3 or 4,
Then pay plan must be ES or asterisks.

Default: Insert asterisk in position occupied.

B-45
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

600 (RACE OR NATIONAL ORIGIN)

600.02.3 If race or national origin is Y,
Then the first two positions of duty station must be RQ or asterisks.

Default: Insert asterisk in race or national origin.

600.04.3 If race or national origin is F, G, H, J through N, P, or Q,
Then the first two positions of duty station must be 15 or asterisks.

Default: Insert asterisk in race or national origin.

600.07.3 If the first two positions of duty station are RQ,
Then race or national origin must be D, Y, or asterisk.

Default: Insert asterisk in race or national origin.

600.10.3 If the first two positions of duty station are 15,
Then race or national origin must be A, C through Q, or asterisk.

Default: Insert asterisk in race or national origin.

B-46
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

610 (RETAINED GRADE)

610.02.1 If retained pay plan is WL,
 Then retained grade must be 01 through 15.

Default: Insert asterisks in retained grade and retained step.

610.04.1 If retained pay plan is WS,
 Then retained grade must be 01 through 19.

Default: Insert asterisks in retained grade and retained step.

610.10.1 If retained pay plan is GS,
 Then retained grade must be 01 through 15.

Default: Insert asterisks in retained grade, retained step, pay basis, and basic pay.

610.13.1 If retained pay plan is WG,
 Then retained grade must be 01 through 15.

Default: Insert asterisks in retained grade and retained step.

610.16.1 If retained grade is other than spaces or asterisks,
 Then pay rate determinant must be A, B, E, F, U, or V.

Default: Insert spaces in retained grade, retained pay plan, and retained step.
Failing the edit does not cause the record or data elements to be counted as errors,
but agency should submit spaces for the data elements.

B-47
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

610.19.1 If pay rate determinant is A, B, E, F, U, or V,
Then retained grade may not be spaces.

Default: Insert asterisks in retained grade, retained pay plan, retained step, pay basis, and basic pay.

610.30.1 If retained pay plan is GG,
Then retained grade must be 01 through 15 or asterisks.

Default: Insert asterisks in retained grade, retained step, pay basis, and basic pay.

B-48
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

620 (RETAINED PAY PLAN)

620.02.1 If pay rate determinant is A, B, E, F, U, or V,
Then retained pay plan may not be GH or GM.

Default: Insert asterisks in retained grade, retained pay plan, retained step, pay basis, and basic pay.

620.04.1 If retained grade is other than spaces or asterisks,
Then retained pay plan and retained step may not be spaces.

Default: Insert asterisks in retained grade, retained pay plan, retained step, pay basis, and basic pay.

B-49
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

630 (RETAINED STEP)

630.02.1 If pay rate determinant is A, B, E, or F,
 And neither current appointment authority is UAM,
 And retained pay plan is GS or GG,
 And retained grade is 01 through 15,
 Then retained step must be 01 through 10 or asterisks.

Default: Insert asterisks in retained step, pay basis, and basic pay.

630.07.1 If pay rate determinant is U or V,
 And retained pay plan is other than WT,
 Then retained step must be 00 or asterisks.

Default: Insert 00 in retained step.

B-50
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

640 (RETIREMENT PLAN)

640.11.1 If retirement plan is K, L, M, or N,
 Then FERS coverage must be A, E, or asterisk.

Default: Insert asterisk in FERS coverage.

640.14.1 If FERS coverage is A or E,
 Then retirement plan must be K, L, M, N, P, or asterisk.

Default: Insert spaces in FERS coverage. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

B-51
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

650 (BASIC PAY)

650.04.1 If pay plan is GS or VP,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for grade and step or rate on Table 1 or be
 asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.05.3 If pay plan is NY,
 Then basic pay must be within the range on Table 26 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.06.3 If pay plan is NX,
 Then basic pay must be within the range for the grade on Table 27 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.07.1 If pay plan is GG or GS,
 And pay rate determinant is A or B,
 And retained pay plan is GG or GS,
 And retained grade is equal to or higher than grade,
 And retained step is 01 through 10,
 Then basic pay must match the entry for retained grade and retained step on
 Table 1 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

B-52
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 650.13.1 If pay plan is GS,
 And pay rate determinant is 2, 3, 4, J, K, or R,
 Then basic pay must equal or exceed the minimum basic pay for the appropriate
 grade on Table 2 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.16.1 If pay rate determinant is U or V,
 And retained pay plan is GG or GS,
 Then basic pay must equal or exceed the minimum basic pay for the retained
 grade on Table 2 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.19.3 If pay plan is GM,
 And pay rate determinant is 0 or 7,
 Then basic pay must fall within the range for grade on Table 3 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.25.1 If pay plan is GH or GM,
 And pay rate determinant is 2, 3, 4, J, K, or R,
 Then basic pay must equal or exceed the minimum basic pay for the grade on
 Table 2 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.

B-53
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

650.26.3 If pay plan is FG,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for grade and step or rate on Table 1 or be
 asterisks.

 Default: Insert asterisks in pay basis and basic pay.

650.28.3 If pay plan is FT,
 Then basic pay must be within the range on Table 21 or be asterisks.

 Default: Insert asterisks in pay basis and basic pay.

650.30.3 If pay plan is FM,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for grade on Table 3 or be asterisks.

 Default: Insert asterisks in pay basis and basic pay.

650.31.1 If pay plan is EX,
 And pay rate determinant is 0,
 Then basic pay must equal the entry for the grade on Table 5 or be asterisks.

 Default: Insert asterisks in pay basis and basic pay.

650.37.3 If pay plan is ES or FE,
 And pay rate determinant is 0,
 Then basic pay must be within the range on Table 55 or be asterisks.

 Default: Insert asterisks in pay basis and basic pay.

B-54
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

650.38.1 If pay plan is GG,
 And grade is 01 through 15,
 And step is 01 through 10,
 And pay rate determinant is 0 or 7,
 Then basic pay must equal the entry for the grade and step on Table 1 or be
 asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.39.1 If pay plan is GG,
 And grade is 01 through 15,
 And step is 01 through 10,
 And pay rate determinant is 5 or 6,
 Then basic pay must equal or exceed the entry for the grade and step on Table 1
 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

Note: The basic pay check in this edit is temporary to allow agencies time to
modify special rate documentation in their HR systems. Eventually, the edit will
be changed to require basic pay to equal the Table 1 entry.

650.42.1 If pay plan is GG,
 And grade is 01 through 15,
 And pay rate determinant is 2, 3, 4, J, K, or R,
 Then basic pay must equal or exceed the entry for the grade on Table 2 or be
 asterisks.

Default: Insert asterisks in pay basis and basic pay.

B-55
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 650.43.1 If pay plan is FA,
 And agency/subelement is ST,
 And pay rate determinant is 0,
 And grade is 13 or 14,
 Then basic pay must equal entry for the step on Table 7 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.45.1 If pay plan is GH,
 And pay rate determinant is 0 or 7,
 Then basic pay must be within the range for the grade on Table 3 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.47.1 If pay plan is FC,
 And pay rate determinant is 0,
 Then basic pay must be within the range for the grade on Table 8 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.48.1 If pay plan is GG,
 And grade is SL,
 And pay rate determinant is 0,
 Then basic pay must be within the range on Table 21 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.

B-56
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 650.53.1 If pay plan is AF, FO, or FP,
 And pay rate determinant is 0,
 Then basic pay must fall within the range for the grade on Table 10 or be
 asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.66.3 If pay plan is VN,
 And pay rate determinant is 0,
 And occupation is 0601 or 0603,
 Then basic pay must be within the range for the grade on Table 14 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.67.3 If pay plan is VN,
 And pay rate determinant is 0,
 And occupation is 0605 or 0610,
 Then basic pay must be within the range for the grade on Table 15 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.72.1 If pay plan is SR,
 And agency/subelement is VA,
 And pay rate determinant is 0,
 Then basic pay must be within the range on Table 16 or be asterisks.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.

B-57
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

650.81.1 If pay plan is other than GG or GS,
 And retained pay plan is GG or GS,
 And retained step is 01 through 10,
 And pay rate determinant is A or B,
 Then basic pay must equal the entry for the retained grade and retained step on
 Table 1 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.82.1 If pay plan is other than GG or GS,
 And retained pay plan is GG or GS,
 And retained step is 01 through 10,
 And pay rate determinant is E or F,
 Then basic pay must equal or exceed the entry for the retained grade and retained
 step on Table 1 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

Note: The basic pay check in this edit is temporary to allow agencies time to
modify special rate documentation in their HR systems. Eventually, the edit will
be changed to require basic pay to equal the Table 1 entry.

650.83.1 If pay plan is GS,
 And pay rate determinant is 5 or 6,
 Then basic pay must equal or exceed the entry for grade and step or rate on Table
 1 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

Note: The basic pay check in this edit is temporary to allow agencies time to
modify special rate documentation in their HR systems. Eventually, the edit will
be changed to require basic pay to equal the Table 1 entry.

B-58
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

650.89.1 If pay plan is GG or GS,
 And pay rate determinant is E or F,
 And retained pay plan is GG or GS,
 And retained step is 01 through 10,
 And retained grade is equal to or higher than grade,
 Then basic pay must equal or exceed the entry for retained grade and retained step
 on Table 1 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

Note: The basic pay check in this edit is temporary to allow agencies time to modify special rate documentation in their HR systems. Eventually, the edit will be changed to require basic pay to equal the Table 1 entry.

650.95.3 If pay plan is AA,
 And pay rate determinant is 0,
 Then basic pay must match the entry for the grade on Table 53 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.96.1 If pay plan is AL,
 And pay rate determinant is not C,
 Then basic pay must match the entry for the grade and step or rate on Table 22 or
 be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.97.1 If pay plan is CA,
 And pay rate determinant is not C,
 Then basic pay must match the entry on Table 23 for the grade or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

B-59
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

650.98.1 If pay plan is ST or SL,
 And pay rate determinant is not C,
 Then basic pay must fall within the range on Table 21 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.99.3 If pay plan is IJ,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for the step or rate on Table 36 or be
 asterisks.

Default: Insert asterisks in pay basis and basic pay.

B-60
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

652 (LOCALITY ADJUSTMENT)

Note:

Due to reporting requirement changes, the Locality Adjustment field may contain (depending on the pay rate determinant) a locality adjustment or a special rate supplement.

Table 25 shows locality pay percentages currently authorized for each locality pay area. We divide the locality adjustment amount by the basic pay amount to calculate the percentage used in these edits. We generate the locality pay area code from the duty station. The locality pay area codes are defined in The Guide to Personnel Data Standards, available on the Internet at <http://www.opm.gov/feddata/guidance.asp>.

652.10.1 If pay plan is FO, FP, GG, GH, GM, or GS,
 And pay rate determinant is 0 or 7,
 And locality pay area is other than ZY, ZZ, or asterisks,
 Then the amount of the locality adjustment, as a percentage of basic pay, must
 match the percentage for the locality pay area on Table 25, or be asterisks.

Default: Insert asterisks in locality adjustment.

652.15.1 If pay plan is GG, GH, GM, or GS,
 And pay rate determinant is 5, 6, E, or F,
 Then the special rate supplement must be greater than zero.

Default: Accept data as submitted. Failing the edit does not cause the record or data element to be counted as an error.

Note: The default action in this edit is temporary to allow agencies time to modify special rate documentation in their HR systems. Eventually, the edit will be changed to insert asterisks in locality adjustment.

B-61
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

652.20.3 If agency is other than HS,
 And locality pay area is ZZ,
 And pay rate determinant is other than 5, 6, E, or F,
 Then locality adjustment must be spaces or asterisks.

Default: Insert spaces in locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

652.30.3 If pay plan is ES, EX, FE, or ZZ,
 And pay rate determinant is other than A, B, E, F, or S,
 Then locality adjustment must be spaces or asterisks.

Default: Insert spaces in locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

652.35.3 If pay rate determinant is C,
 Then locality adjustment must be spaces or asterisks.

Default: Insert spaces in locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

652.45.1 If retained pay plan is GG or GS,
 And pay rate determinant is A, B, E, or F,
 And locality pay area is other than ZY or ZZ,
 Then the locality adjustment amount may not be spaces.

Default: Insert asterisks in locality adjustment.

B-62
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

652.60.1 If pay plan is AA, AL, CA, SL, or ST,
 And locality pay area is other than ZY, ZZ, or asterisks,
 Then the locality adjustment amount must not be spaces or an amount, as a
 percentage of basic pay, greater than the percentage for the locality pay area on
 Table 25.

Default: Insert asterisks in locality adjustment.

652.80.1 If locality pay area is ZY,
 And pay rate determinant is 0 or 7,
 Then the amount of the locality adjustment, as a percentage of basic pay, must fall
 within the range of the highest and lowest percentages on Table 25 for locality
 pay area ZY, or be spaces or asterisks.

Default: Insert asterisks in locality adjustment.

B-63
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

655 (RETENTION ALLOWANCE)

- 655.10.3 If pay plan is ES, EX, GM, GS, SL, or ST,
 And retention allowance is other than spaces, zeros, or asterisks,
 And agency is other than NN,
 Then retention allowance must not exceed 25% of basic pay.
- Default: Insert asterisks in retention allowance.

B-64
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

660 (SERVICE COMPUTATION DATE (LEAVE))

660.02.3 Service computation date (leave) must be at least 13 years greater than date of birth or be asterisks.

Default: Insert asterisks in service computation date(leave).

Note: Limit established at 13 years to accommodate special DOD program for dependents of service people stationed overseas.

660.03.1 Service computation date (leave) must be equal to or less than the as of date or be asterisks.

Default: Insert asterisks in service computation date(leave).

B-65
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

695 (SPECIAL PAY TABLE IDENTIFIER)

695.05.1 If pay rate determinant is not 5, 6, E, or F,
Then special pay table identifier must be blanks or asterisks.

Default: Insert spaces in special pay table identifier. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

695.10.1 If pay plan is GM or GS,
And pay rate determinant is 5, 6, E, or F,
Then special pay table identifier must not be blanks.

Default: Insert asterisks in special pay table identifier.

B-66
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

700 (STEP OR RATE)

700.02.3 If pay rate determinant is 2, 3, 4, or alphabetic (other than P or T),
And pay plan is not EX, FA, or WT,
Then step or rate must be 00 or asterisks.

Default: Insert 00 in step or rate.

700.04.3 If pay plan is GG, GS, or VP,
And neither current appointment authority is UAM,
And grade is 01 through 15,
And pay rate determinant is 0, 5, 6, or 7,
Then step or rate must be 01 through 10 or asterisks.

Default: Insert asterisks in step or rate.

700.12.3 If pay plan is VN,
Then step or rate must be 00 through 28 or asterisks.

Default: Insert asterisks in step or rate.

700.14.3 If pay plan is XE,
Then step or rate must be 00 through 03 or asterisks.

Default: Insert asterisks in step or rate.

700.16.3 If pay plan is CE or CY,
Then step or rate must be 00 through 21 or asterisks.

Default: Insert asterisks in step or rate.

B-67
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 700.19.3 If pay plan is GM,
 Then step or rate must be 00 or asterisks.
- Default: Insert 00 in step or rate.
-
- 700.31.3 If pay plan is FO,
 Then step or rate must be 01 through 14 or asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.34.3 If pay plan is FP,
 And grade is 01 through 09,
 Then step or rate must be 01 through 14 or asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.35.3 If pay plan is FP,
 And grade is AA through EE,
 Then step or rate must be 01 through 05 or asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.37.3 If pay plan is AF,
 Then step or rate must be 01 through 05 or asterisks.
- Default: Insert asterisks in step or rate.

B-68
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

700.40.3 If pay plan is FC,
 And grade is 02 through 12,
 Then step or rate must be 01 through 10 or asterisks.

Default: Insert asterisks in step or rate.

700.43.3 If pay plan is FC,
 And grade is 13,
 Then step or rate must be 01 through 09 or asterisks.

Default: Insert asterisks in step or rate.

700.47.3 If pay plan is FC,
 And grade is 14,
 Then step or rate must be 01 through 05 or asterisks.

Default: Insert asterisks in step or rate.

700.50.3 If pay plan is AA, CA, SL, or ST,
 Then step or rate must be 00 or asterisks.

Default: Insert 00 in step or rate.

700.55.3 If pay plan is AL,
 And grade is 01 or 02,
 Then step or rate must be 00 or asterisks.

Default: Insert 00 in step or rate.

B-69
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

- 700.60.3 If pay plan is AL,
 And grade is 03,
 Then step or rate must be A through F or asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.62.3 If pay plan is GG,
 And grade is SL,
 Then step or rate must be 00 or asterisks.
- Default: Insert 00 in step or rate.
-
- 700.65.3 If pay plan is GG,
 And grade is 01 through 15,
 And pay rate determinant is 0, 5, 6, or 7,
 And either current appointment authority is UAM,
 Then step or rate must be 01 through 12 or asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.67.3 If pay plan is FG,
 Then step or rate must be 00 through 10 or be asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.69.3 If pay plan is IJ,
 And pay rate determinant is 0 or 7,
 Then step or rate must be 01 through 04 or asterisks.
- Default: Insert asterisks in step or rate.

B-70
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

710 (SUPERVISORY STATUS)

710.07.3 If pay plan is BS, JR, JT, KS, NS, WA, WN, WQ, WS, XC, XN, or XS,
Then supervisory status must be 2 or asterisk.

Default: Insert 2 in supervisory status.

710.10.3 If pay plan is FA,
Then supervisory status must be 2 or asterisk.

Default: Insert 2 in supervisory status.

710.13.3 If pay plan is ES, EX, or FE,
Then supervisory status must be 2, 8, or asterisk.

Default: Insert asterisk in supervisory status.

710.16.3 If pay plan is GM,
Then supervisory status must be 2, 4, 5, 7 or asterisk.

Default: Insert asterisk in supervisory status.

710.19.3 If pay plan is BL, JL, JQ, KL, NL, WL, WO, WR, XB, or XL,
Then supervisory status must be 6 or asterisk.

Default: Insert 6 in supervisory status.

B-71
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

710.22.3 If pay plan is BB, ED, EE, EF, EG, EH, EI, JG, JP, KG, NA, WD, WG, WK, WT, WU, WY, XA, XD, or XP,
Then supervisory status must be 4, 8, or asterisk.

Default: Insert asterisk in supervisory status.

710.25.3 If pay plan is BP, WB, WE, or WM,
Then supervisory status must be 2, 6, 8, or asterisk.

Default: Insert asterisk in supervisory status.

B-72
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

720 (TENURE)

720.02.3 If pay plan is ES,
 Then tenure must be 0.

 Default: Insert 0 in tenure.

720.04.3 If pay plan is VM, VN, or VP,
 Then tenure must be 1 or asterisk.

 Default: Insert 1 in tenure.

720.08.3 If either current appointment authority is Y7M, Y8M, Y9K, or Y9M,
 Then tenure must be 0, 3, spaces, or asterisks.

 Default: Insert asterisks in tenure.

720.35.3 If either current appointment authority is ZKM (Presidential appointment),
 And pay plan is AD or EX,
 Then tenure must be 0 or 3.

 Default: Insert 3 in tenure.

720.40.3 If either current appointment authority is ZNM (Presidential appointment with
 advice and consent of Senate),
 And pay plan is AD or EX,
 Then tenure must be 0.

 Default: Insert 0 in tenure.

B-73
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

740 (U.S. CITIZENSHIP)

740.02.1 If U.S. citizenship is not 1,
 Then the first 2 positions of duty station must be numeric, US, xQ, or asterisks.

Default: Reject transaction.

B-74
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

760 (VETERANS STATUS (ACTIVE MILITARY SERVICE))

760.05.3 If veterans status (active military service) is X,
Then veterans preference must not be 2, 3, 4, or 6.

Default: Insert asterisks in veterans status (active military service).

B-75
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**STATUS FILE
RELATIONSHIP EDITS**

780 (YEAR DEGREE OR CERTIFICATE ATTAINED)

780.03.1 Year degree or certificate attained must be less than or equal to the as of date year, or be spaces or asterisks.

Default: Insert asterisks in year degree or certificate attained.

780.04.3 If instructional program is other than spaces or asterisks,
And education level is other than 14, 16, 18, 20, or 22,
Then year degree or certificate attained must not be spaces.

Default: Insert asterisks in year degree or certificate attained.

780.05.1 If year degree or certificate attained is other than spaces or asterisks,
And date of birth is other than asterisks,
Then year degree or certificate attained must be at least 17 years greater than year of birth.

Default: Insert asterisks in year degree or certificate attained.

C-1
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

Note that the DEFAULT specifies the action to be taken for invalid data. The abbreviation **GPDS** refers to The Guide to Personnel Data Standards, which is available at Internet address <http://www.opm.gov/feddata/guidance.asp>.

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
005.00.3	Instructional Program	GPDS or spaces	Asterisk instructional program.
010.00.3	Agency/Subelement (first 2 positions)	GPDS	Reject transaction.
010.01.3	Agency/Subelement (last 2 positions)	GPDS	Asterisk last two positions of agency/subelement.
050.00.2	Award Amount	Numeric or spaces	Asterisk award amount.
080.00.3	Creditable Military Service	Numeric or spaces	Asterisk creditable military service.
090.00.2	Previous Retirement Coverage	GPDS or spaces	Asterisk previous retirement coverage.
100.00.2	Current Appointment Authority (1)	GPDS or spaces	Asterisk current appointment authority (1).

(continued)

C-2
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
100.01.3	Current Appointment Authority (2)	GPDS or spaces	Asterisk current appointment authority (2).
110.00.2	Date of Birth ²	Numeric (with century 19-20 and month 01-12)	Asterisk date of birth.
120.00.2	Duty Station ¹	GPDS or spaces	Asterisk duty station. ³
130.00.3	Education Level	GPDS or spaces	Asterisk education level.
140.00.2	Effective Date of Personnel Action ⁹	Numeric (with century 19-20, month 01-12, and day 01-31)	Reject transaction.
165.00.3	Ethnicity and Race Identification ¹⁰	GPDS or spaces	Asterisk ethnicity and race identification.
190.00.3	Frozen Service	Numeric or spaces	Asterisk frozen service.
220.00.3	Handicap	GPDS or spaces	Asterisk handicap.

(continued)

C-3
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
250.00.2	Legal Authority (1)	GPDS or spaces	Asterisk legal authority (1).
250.01.2	Legal Authority (2)	GPDS or spaces	Asterisk legal authority (2).
370.00.2	Nature of Action ⁸	GPDS	Reject transaction.
390.00.2	Occupation	GPDS or spaces	Asterisk occupation.
400.00.2	Organizational Component ²	Must not be spaces	Asterisk organizational component.
410.00.3	Pay Basis	GPDS or space	Asterisk pay basis and basic pay.
440.00.3	Pay Plan	GPDS or spaces	Asterisk pay plan, grade, step or rate, pay basis, and basic pay.
450.00.3	Pay Rate Determinant	GPDS or spaces	Asterisk pay rate determinant, pay basis, basic pay.
460.00.2	Personnel Office Identifier ²	GPDS	Asterisk personnel office identifier.
470.00.2	Rating of Record (Level) ²	GPDS	Asterisk rating of record (level), rating of record (pattern), and rating of record (period).
471.00.3	Rating of Record (Pattern)	GPDS or space	Asterisk rating of record (pattern), rating of record (level), and rating of record (period).

(continued)

C-4
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
472.00.3	Rating of Record (Period)	Numeric (with century 19-20 and month 01-12) or spaces	Asterisk rating of record (period).
500.00.2	Position Occupied	GPDS or spaces	Asterisk position occupied.
520.00.2	Prior Occupation	GPDS or spaces	Asterisk prior occupation.
530.00.2	Prior Pay Basis	GPDS or space	Asterisk prior pay basis, prior basic pay.
550.00.2	Prior Pay Plan	GPDS or spaces	Asterisk prior pay plan, prior grade, prior step or rate, prior pay basis, prior basic pay.
560.00.2	Prior Pay Rate Determinant	GPDS or spaces	Asterisk prior pay rate determinant, prior pay basis, prior basic pay.
570.00.2	Prior Basic Pay	Numeric or spaces	Asterisk prior pay basis, prior basic pay. ⁶
590.00.2	Prior Work Schedule	GPDS or spaces	Asterisk prior work schedule.
600.00.3	Race or National Origin	GPDS or space	Asterisk race or national origin.
640.00.3	Retirement Plan	GPDS or spaces	Asterisk retirement plan.

(continued)

C-5
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
650.00.2	Basic Pay	Numeric or spaces	Asterisk pay basis and basic pay. ⁵
652.00.3	Locality Adjustment	Numeric or spaces	Asterisk locality adjustment.
653.00.2	Prior Locality Adjustment	Numeric or spaces	Asterisk prior locality adjustment.
654.00.2	Prior Duty Station ¹	GPDS or spaces	Asterisk prior duty station. ⁴
655.00.3	Retention Allowance	Numeric or spaces	Asterisk retention allowance.
657.00.3	Supervisory Differential	Numeric or spaces	Asterisk supervisory differential.
660.00.2	Service Computation Date (Leave)	Numeric (with century 19-20 and month 01-12) or spaces	Asterisk service computation date (leave).
670.00.3	Sex	GPDS or spaces	Asterisk sex.

(continued)

C-6
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

(continued)

EDIT	DATA ELEMENT	VALID DATA	DEFAULT
680.00.2	Social Security Number ⁷	Numeric	Reject transaction.
710.00.3	Supervisory Status	GPDS or spaces	Asterisk supervisory status.
720.00.3	Tenure	GPDS or spaces	Asterisk tenure.
750.00.3	Veterans Preference	GPDS or spaces	Asterisk veterans preference.
760.00.2	Veterans Status (Active Military Service)	GPDS or spaces	Asterisk veterans status (active military service).
770.00.3	Work Schedule	GPDS or spaces	Asterisk work schedule.
780.00.3	Year Degree or Certificate Attained	Numeric (with century 19-20) or spaces	Asterisk year degree or certificate attained.

Notes:

- ¹ If the first two positions of the duty station are alphabetic, zeros are inserted in the last three positions regardless of submitted values.
- ² May be spaces for nature of action codes 001 (cancellation) and 817 (student loan repayment).
- ³ Core based statistical area (CBSA), combined statistical area (CSA), and locality pay area (three data elements generated by OPM from duty station and not submitted by agencies) also have asterisks inserted. Asterisks are also inserted in locality adjustment.

C-7
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

Notes (continued):

- 4 Prior locality pay area, a data element generated by OPM from prior duty station and not submitted by agencies, also has asterisks inserted. Asterisks are also inserted in prior locality adjustment.
- 5 Asterisks are also inserted in nonblank entries for locality adjustment, retention allowance, and supervisory differential.
- 6 Asterisks are also inserted in nonblank entries for prior locality adjustment.
- 7 If the first position of SSN is 8 or 9, then positions 2 through 5 of SSN must match an entry in the CPDF personnel office identifier file or be asterisks.

OR

If the first position of SSN is other than 8 or 9, then positions 1 through 3 of SSN must be greater than 000 and less than 800.

Default: Reject transaction.

- 8 If nature of action (1) is 001 or 002, then nature of action (2) may not be 001, 002, or spaces.

OR

If nature of action (1) is other than 001 or 002, then nature of action (2) must be spaces.

Default: Reject transaction.

- 9 If month is 01, 03, 05, 07, 08, 10, or 12, then day must be 01-31. If month is 04, 06, 09, or 11, then day must be 01-30. If month is 02, then day must be 01-29. Default: Reject transaction.

C-8
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
INDIVIDUAL FIELD EDITS**

Notes (continued):

- ¹⁰ If any of the ethnicity and race identification positions is other than space,
Then each of the ethnicity and race identification positions must be 0 or 1,
And at least one of the ethnicity and race identification positions must be 1.

Default: Insert asterisk in each of the ethnicity and race identification positions.

C-9
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

005 (INSTRUCTIONAL PROGRAM)

005.02.3 If education level is greater than 12,
Then instructional program must not equal spaces.

Default: Insert asterisks in instructional program.

005.13.3 If education level is not equal to 06, 10, or a number equal to or greater than 13,
Then instructional program and year degree or certificate attained must be spaces
or asterisks.

Default: Insert spaces in instructional program and year degree or certificate
attained. Failing the edit does not cause the record or data elements to be counted
as errors, but agency should submit spaces for the data elements.

005.15.2 If nature of action is 1xx,
And effective date is after 19930930,
And tenure is 1 or 2,
And education level is 06 or 10,
Then instructional program and year degree or certificate attained must not be
spaces.

Default: Insert asterisks in instructional program and year degree or certificate
attained.

C-10
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

005.20.2 If nature of action is 1xx,
 And effective date is after 19930930,
 And pay plan is ES,
 And education level is 06 or 10,
 Then instructional program and year degree or certificate attained must not be
 spaces.

Default: Insert asterisks in instructional program and year degree or certificate
attained.

C-11
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

050 (AWARD AMOUNT)

050.02.2 If nature of action is 815-817, 825, 840-849, 878, or 879,
Then award amount must be greater than zero or asterisks, and must not be
spaces.

Default: Insert asterisks in award amount.

050.04.2 If award amount is other than spaces or asterisks,
Then nature of action must be 815-819, 825-826, 840-849, 878, or 879.

Default: Insert spaces in award amount.

050.06.2 If nature of action is 819,
Then award amount must be zeros or asterisks or an amount not more than 25
percent of (basic pay plus locality adjustment) rounded to the nearest dollar.

Default: Insert asterisks in award amount.

050.10.2 If nature of action is 818,
Then award amount must be either zeros or an amount not less than 000010 and
not more than 000025 or asterisks.

Default: Insert asterisks in award amount.

050.15.2 If nature of action is 818,
Then pay plan may not be one of the following: Bx, ES, Wx, or Xx.

Default: Insert asterisks in award amount.

C-12
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

050.40.2 If nature of action is 825,
Then award amount must be no more than 25000.

Default: Insert asterisks in award amount.

C-13
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

100 (CURRENT APPOINTMENT AUTHORITY)

100.02.3 If either current appointment authority is ZVB,
Then agency/subelement must be TD03.

Default: Insert asterisks in current appointment authority.

100.05.2 If either current appointment authority is YBM, YGM, Y1M, Y2M, or Y3M,
And pay plan is GS,
Then occupation must be xx99 (where "xx" represent the first two positions of a
valid occupation code), spaces, or asterisks.

Default: Insert asterisks in current appointment authority.

100.06.3 If either current appointment authority is ZVC,
Then agency/subelement must be HSBC.

Default: Insert asterisks in current appointment authority.

100.07.3 If either current appointment authority is Y1K, Y2K, Y3K, Y4K, or Y5K,
Then tenure must be 0, 3, or asterisk.

Default: Insert asterisks in current appointment authority.

100.08.3 If either current appointment authority is Z4J thru Z4N, Z4P, Z4S, Z4T, or Z4V
thru Z4Y,
Then agency must be NN.

Default: Insert asterisks in current appointment authority.

C-14
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 100.09.3 If either current appointment authority is UDM,
Then agency must be TR.
- Default: Insert asterisks in current appointment authority.
- 100.11.2 If current appointment authority is BPM, H2L, J8M, JYM, UFM, V8K, VEM,
VPE, Wxx, Xxx, Yxx, ZVB, or ZVC,
And nature of action is not 100 through 199 or 500 through 599,
Then position occupied must be 2 or asterisk.
- Default: Insert asterisks in current appointment authority.
- 100.12.2 If pay plan is ES,
Then the first current appointment authority must be NRM, NSM, NTM, NVM,
NWM, NXM, P2M, P3M, P5M, P7M, VAG, VBJ, VCJ, V2M, V4L, V4M, V4P,
V6M, Z4V, Z4W, spaces, or asterisks.
- Default: Insert asterisks in current appointment authority.
- 100.14.3 If pay plan is ES,
Then the second current appointment authority must be AUM, AWM, BWM,
HAM, ZLM, spaces, or asterisks.
- Default: Insert asterisks in the second current appointment authority.
- 100.16.3 If either current appointment authority is WTM or WUM,
Then handicap must be 04, 06 through 94, or asterisks.
- Default: Insert asterisks in current appointment authority.

C-15
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

100.17.3 If either current appointment authority is Z2W,
Then agency must be AF, AR, DD, or NV.

Default: Insert asterisks in current appointment authority.

100.20.2 If either current appointment authority is:

ABS, ACM, AYM, A2M, A7M, BBM, BEA, BGL, BKM, BLM, BMA, BMC,
BNE, BNK, BNW, BRM, BSE, BSS, BSW, BTM, BWA, BWE, HDM, HGM,
HJM, HLM, HNM, HRM, H3M, JEM, JGM, JJM, JMM, JQM, JVM, J4M, KLM,
KQM, KTM, KVM, KXM, K1M, K4M, K7M, K9M, LBM, LEM, LHM, LJM,
LKM, LKP, LLM, LPM, LSM, LWM, LYM, LZM, L1K, L1M, L3M, MCM,
MEM, MGM, MJM, MLL, MLM, MMM, MXM, M6M, M8M, NAM, NCM,
NEM, NFM, NJM, NMM, NUM, Q3M, VHM, VJM, V8L, V8N, ZBA, ZGM,
ZGY, ZJK, ZJM, ZMM, ZQM, ZTM, ZTU, Z2W

And nature of action is not 100 through 199 or 500 through 599,
Then position occupied must be 1 or asterisk.

Default: Insert asterisks in current appointment authority.

100.22.3 If either current appointment authority begins with M or N (other than NUM),
Then tenure must be 0, 3, or asterisk.

Default: Insert asterisks in current appointment authority.

100.25.3 If either current appointment authority begins with K (other than KLM),
Then tenure must be 1, 2, or asterisk.

Default: Insert asterisks in current appointment authority.

C-16
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 100.28.3 If either current appointment authority is YBM, YCM, YGM, Y1M, Y2M, or Y3M,
Then tenure must be 2 or asterisk.

Default: Insert asterisks in current appointment authority.
- 100.31.3 If either current appointment authority is WXM,
Then tenure must be 0, 3, or asterisk.

Default: Insert asterisks in current appointment authority.
- 100.35.3 If either current appointment authority is V8V,
Then agency/subelement must be VA and position occupied must be 2.

Default: Insert asterisks in current appointment authority.
- 100.36.3 If pay plan is GS,
And grade is 01 through 10,
Then current appointment authority may not be ZKM or ZNM.

Default: Insert asterisks in current appointment authority.
- 100.37.3 If either current appointment authority is NEM, LBM, or LZM,
Then veterans preference may not be 1 or 5.

Default: Insert asterisks in current appointment authority.
- 100.38.3 If either current appointment authority is UAM or Z2U,
Then agency must be AF, AR, DD, or NV.

Default: Insert asterisks in current appointment authority.

C-17
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 100.56.2 If either current appointment authority is NRM, NSM, NTM, NVM, NWM, NXM, VAG, VBJ, VCJ, V4L, V2M, V4M, V6M, V4P, Z4V, or Z4W.
Then pay plan must be ES, spaces, or asterisks.

Default: Insert asterisks in current appointment authority.
- 100.58.3 If either current appointment authority is *ZZZ*,
Then service computation date must be less than January 1982 or be asterisks,
And position occupied must be 1 or asterisk.

Default: Insert asterisks in current appointment authority.
- 100.61.2 If nature of action is 1xx (other than 132) or 5xx,
Then current appointment authority must equal legal authority.

Default: Insert asterisks in current appointment authority.
- 100.64.3 If either current appointment authority is WEM,
Then occupation must be 0904, spaces, or asterisks.

Default: Insert asterisks in current appointment authority.
- 100.70.3 If either current appointment authority is WDM,
Then occupation must be 0905, 1222, spaces, or asterisks.

Default: Insert asterisks in current appointment authority.

C-18
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

100.73.3 If either current appointment authority is ACM, AYM, or KQM,
And agency/subelement is not RR00,
Then occupation must be other than 0904 or 0905.

Default: Insert asterisks in current appointment authority.

100.76.3 If either current appointment authority is H2L or VEM,
Then pay plan must be ED, EF, EH, spaces, or asterisks.

Default: Insert asterisks in current appointment authority.

100.98.3 If current appointment authority (1) is ZZZ,
Then current appointment authority (2) must be ZZZ, spaces, or asterisks.

Default: Insert spaces in current appointment authority (1). Failing the edit does not cause the record or data element to be counted as an error, but agency should either: (a) submit spaces for current appointment authority (1) or (b) move the value of current appointment authority (2) to current appointment authority (1).

100.99.3 If current appointment authority (2) is ZZZ,
Then current appointment authority (1) must be ZZZ or asterisks.

Default: Insert spaces in current appointment authority (2). Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

C-19
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

110 (DATE OF BIRTH)

110.02.2 If nature of action is 300,
Then effective date of personnel action year must be 50 or more years later than
birth date year.

Default: Insert asterisks in date of birth.

110.05.2 Date of birth must be at least 13 years less than the effective date of personnel
action, or be asterisks.

Default: Insert asterisks in date of birth.

Note: Minimum established at 13 to accommodate special Department of
Defense program for dependents of service people stationed overseas.

C-20
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

120 (DUTY STATION)

120.04.3 If pay plan is WQ, WR, or WU,
 And agency/subelement is other than DJ02,
 Then the first 2 positions of duty station must be RQ or asterisks.

Default: Insert asterisks in duty station.

120.07.2 If either legal authority begins with T,
 Then the first 2 positions of duty station must be PM or asterisks.

Default: Insert asterisks in duty station.

C-21
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

130 (EDUCATION LEVEL)

- 130.02.3 If tenure is 1 or 2,
 Then education level must not be spaces.
- Default: Insert asterisks in education level.
-
- 130.04.3 If pay plan is ES,
 Then education level must not be spaces.
- Default: Insert asterisks in education level.

C-22
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

140 (EFFECTIVE DATE OF PERSONNEL ACTION)

140.08.2 The effective date of the personnel action must not be more than 6 months in advance of the production date or more than 2 years older than the production date.

Default: Reject transaction.

C-23
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

165 (ETHNICITY AND RACE IDENTIFICATION)

165.05.3 If each of the ethnicity and race identification positions is space,
Then race or national origin must be other than space.

Default: Insert asterisk in race or national origin.

165.07.3 If race or national origin is space,
Then each of the ethnicity and race identification positions must be other than
space.

Default: Insert asterisk in each of the ethnicity and race identification positions.

165.09.2 If nature of action is 1xx,
And effective date of personnel action is on or after July 1, 2006,
Then each of the ethnicity and race identification positions must be other than
space.

Default: Insert asterisk in each of the ethnicity and race identification positions.

165.11.2 If nature of action is 1xx,
And effective date of personnel action is on or after July 1, 2006,
Then race or national origin must be space.

Default: Retain data as submitted. Failing the edit does not cause the record or
data element to be counted as an error. Note that, for accessions occurring on or
after July 1, 2006, ethnicity and race identification must be used.

C-24
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

220 (HANDICAP)

220.02.2 If either legal authority is WTM or WUM,
Then handicap must be 04, 06 through 94, or asterisks.

Default: Insert asterisks in handicap.

220.05.2 If nature of action is 1xx,
Then handicap must not be 04.

Default: Insert asterisks in handicap.

C-25
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

250-350 (LEGAL AUTHORITY)

250.02.2 If either legal authority is ZVB,
 Then agency/subelement must be TD03.

Default: Insert asterisks in legal authority.

250.03.2 If either legal authority is UAM or Z2U,
 Then agency must be AF, AR, DD, or NV.

Default: Insert asterisks in legal authority.

250.04.2 If either legal authority is BAE,
 Then agency must be other than AF, AR, DD, or NV.

Default: Insert asterisks in legal authority.

250.05.2 If either legal authority is Z2W,
 Then agency must be AF, AR, DD, or NV.

Default: Insert asterisks in legal authority.

250.07.2 If either legal authority is ZVC,
 Then agency/subelement must be HSBC.

Default: Insert asterisks in legal authority.

250.08.2 If either legal authority is M6M or M8M,
 Then nature of action must be 115, 190, 515, 590, or 760.

Default: Insert asterisks in legal authority.

C-26
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 250.09.2 If either legal authority is UDM,
 Then agency must be TR.
- Default: Insert asterisks in legal authority.
- 250.13.2 If either legal authority is UFM,
 Then pay plan must be FA, FE, FO, FP, FZ, GG, spaces, or asterisks.
- Default: Insert asterisks in legal authority.
- 250.16.2 If either legal authority is V8K or V8N,
 Then agency/subelement must be AFNG, AFZG, or ARNG.
- Default: Insert asterisks in legal authority.
- 250.19.2 If nature of action is other than 350, 355, 817, or 840-848,
 Then at least one of the legal authorities must not be spaces.
- Default: Insert asterisks in legal authority.
- 250.20.2 If nature of action is 356,
 And either legal authority is VDK,
 Then pay plan must be ES or asterisks.
- Default: Insert asterisks in legal authority.
- 250.25.2 If either legal authority is WXM,
 Then nature of action must be 171 or 571.
- Default: Insert asterisks in legal authority.

C-27
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 250.30.2 If either legal authority is ZSP,
 Then agency/subelement must be CM57.
- Default: Insert asterisks in legal authority.
- 250.35.2 If either legal authority is BDN or BYM,
 Then agency/subelement must be AG03 or AG11.
- Default: Insert asterisks in legal authority.
- 250.38.2 If either legal authority is V8V,
 Then agency/subelement must be VA.
- Default: Insert asterisks in legal authority.
- 250.39.2 If either legal authority is V7R,
 Then agency/subelement must be TR93.
- Default: Insert asterisks in legal authority.
- 250.40.2 If either legal authority is Z4A thru Z4H, Z4J thru Z4N, Z4P, Z4S, Z4T, or Z4V
 thru Z4Y,
 Then agency must be NN.
- Default: Insert asterisks in legal authority.

C-28
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Note: In the following edits, legal authorities are checked. Asterisks are inserted in legal authority if it is not asterisks, spaces, or as shown. Asterisks are also inserted in current appointment authority if the edit is failed for an appointment (natures of action 1xx, exclusive of nature of action 132) or a conversion to appointment (natures of action 5xx).

Edit	If nature of action is	Then legal authority must be
255.02.2	100	ABK, ABL, ABM, ACA, ACM, ALM, AQM, AYM, A2M, BAB, BAC, BAD, BAE, BBM, BDN, BKM, BLM, BNK, BNM, BNN, BNR, BNT, BNY, BWA, BWM, BYM, BYO, HAM, K1M, K4M, K7M, K8M, K9M, LEM, LHM, LJM, LKM, LKP, LYP, L3M, PWM, P3M, P5M, P7M, QAK, QBK, QCK, UDM, VGL, VJM, V1P, V8L, V8N, ZBA, ZGM, ZJM, ZJR, ZLM, ZQM, ZRM, ZSK, ZSP, ZTU, Z2U, Z2W
255.04.2	101	ABK, ABL, ABM, ACA, ACM, ALM, AQM, AYM, A2M, BAB, BAC, BAD, BAE, BBM, BDN, BKM, BLM, BNK, BNM, BNN, BNR, BNT, BNY, BWA, BWM, BYM, BYO, HAM, K1M, K4M, K7M, K8M, K9M, LEM, LHM, LJM, LKM, LKP, LYP, L3M, PWM, P3M, P5M, P7M, QAK, QBK, QCK, UDM, VGL, V1P, V8L, V8N, ZBA, ZGM, ZJK, ZJM, ZJR, ZLM, ZQM, ZRM, ZSK, ZSP, ZTU, Z2U, Z2W, Z4N, Z4P

C-29
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
265.02.2	107	ABL, ABM, ABR, ABS, ALM, AQM, BWA, BWM, HAM, HDM, HGM, HJM, HLM, NUM, QBK, V1P, V8N, ZLM, ZRM, ZSK, Z2U
265.04.2	108	ABK, ABL, ABM, ABR, ABS, ALM, AYM, BAB, BAC, BAD, BAE, BDN, BWA, BWM, BYO, HAM, MEM, MGM, MJM, MLK, MLM, MMM, NUM, QAK, UDM, VGL, VJM, V1P, V8L, V8N, ZJK, ZJM, ZLM, ZQM, ZRM, ZSK, ZSP, ZTM, Z2U, Z2W, Z4J, Z4K
[265.07.2]	112	Edit terminated as of the August 2004 CPDF submissions. Edit remains in the Guide since it is still applicable to old transactions. ABL, ABM, ALM, AQM, AYM, BWM, HAM, MAM, MBM, QDK, VGL, V1P, V8N, ZJR, ZLM, ZRM, ZSK, ZSP, Xxx, ZTM, ZTU, Z2U
265.10.2	115	ABK, ABL, ABM, ABR, ABS, ALM, AYM, BAB, BAC, BAD, BAE, BDN, BWA, BWM, BYO, HAM, KLM, MXM, M6M, M8M, NAM, NCM, NEM, NJM, NUM, QAK, SZX, UDM, VGL, VJM, V1P, V8L, V8N, ZJK, ZLM, ZQM, ZRM, ZSK, ZSP, ZTM, ZTU, Z2U, Z2W
270.04.2	120	ABM, ALM, AQM, BWM, HAM, HNM, HRM, QAK, QBK, QCK, V1P, ZLM, ZRM, ZSK
270.07.2	122	ABM, ALM, BWM, HAM, HNM, HRM, H3M, QAK, V1P, ZLM, ZRM, ZSK

C-30
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
270.10.2	124	ABM, ALM, AQM, A7M, BWM, HAM, LBM, NFM, NJM, NMM, QAK, QBK, QCK, V1P, ZLM, ZRM, ZSK
275.02.2	130	ABR, ABS, ABT, J8M, KTM, KVM, KXM, SZT, UDM, VGL, V1P, V8N, ZSK, ZSP, Z2U, Z4X, Z4Y
275.04.2	132	V1P, V6M, ZLM, Z4X, Z4Y
280.02.2	140	ABL, ABM, ABR, ABS, BWM, HAM, KQM, NUM, SZW, UDM, VGL, V1P, V8N, ZLM, ZSK, ZSP, Z2U
280.04.2	141	ABL, ABM, ABR, ABS, BWM, HAM, KQM, NUM, UDM, VGL, V1P, V8N, ZLM, ZSK, ZSP, Z2U
280.07.2	142	HAM, P2M, P3M, P5M, P7M, UFM, V2M, ZJR, ZLM, ZSK, ZVB, ZVC
280.10.2	143	HAM, UFM, VBJ, VCJ, ZLM, ZSK, ZVB, ZVC
280.13.2	145	HAM, UFM, V6M, ZLM, ZSK, ZVB, ZVC
280.16.2	146	AWM, HAM, UFM, V4L, ZJR, ZLM, ZSK, ZVB, ZVC

C-31
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
280.19.2	147	AWM, HAM, UFM, VAG, ZLM, ZSK, ZVB, ZVC
280.22.2	148	AWM, HAM, UFM, V4M, ZLM, ZSK, ZVB, ZVC, Z4V, Z4W
280.25.2	149	AWM, HAM, UFM, V4P, ZLM, ZSK, ZVB, ZVC

C-32
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
290.02.2	170	ABK, ABL, ABM, ABR, ALM, AQM, BPM, BWM, HAM, H2L, J8M, PWM, P3M, P5M, P7M, QAK, QBK, QCK, UAM, UDM, UFM, VGL, V1P, V8K, V8V, Wxx, Xxx, Yxx (except YKB), ZJR, ZKM, ZLM, ZNM, ZRM, ZSK, ZSP, ZVB, ZVC, Z2M, Z2U
290.04.2	171	ABK, ABL, ABM, ABR, ALM, BPM, BWM, HAM, H2L, J8M, P3M, QAK, UAM, UDM, UFM, VGL, VPE, V1P, V8K, V8V, Wxx, Xxx, Yxx (except YKB), ZKM, ZLM, ZNM, ZSK, ZSP, ZVB, ZVC, ZWM, Z2M
290.20.2	190	ABK, ABL, ABM, ABR, ABS, ACM, AWM, AYM, BPM, BWA, BWM, HAM, H2L, J8M, KLM, MXM, M6M, M8M, NAM, NCM, NEM, NJM, NUM, SZX, UAM, UFM, VGL, VJM, VPE, V1P, V4M, V4P, V8K, V8L, V8N, V8V, Wxx, Xxx, Yxx, ZJK, ZKM, ZLM, ZNM, ZQM, ZRM, ZSK, ZSP, ZTM, Z2U, Z4V, Z4W
290.30.2	198	R9R, V1P, ZVB, ZVC
290.35.2	199	R9N, V1P, ZVB, ZVC

C-33
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
295.02.2	280	CUL, ZVB, ZVC
295.04.2	292	ALM, AQM, CGM, DAM, NYM, PSM, Q3K, R9N, UFM, V8V, ZJR, ZJT, ZJU, ZJV, ZJW, ZVB, ZVC
295.10.2	293	R9R, ZVB, ZVC
300.02.2	300	SWM, UFM, USM, V8V
300.04.2	301	SUM, UFM, USM, V8V
300.07.2	302	SQM, SRM, UFM, USM, V8V
300.10.2	303	AZM, USM, V3P, V8V, ZLM
300.13.2	304	SQM, USM, V8V
300.16.2	312	RPM, RPR, RQM, RRM, RSM, RTM, RTR, RUM, RWM, RXM, R6M, R7M, R8M, R9M, V8V, ZVB, ZVC, Z2U

C-34
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
300.19.2	317	RPM, RQM, RRM, RSM, RUM, R6M, UFM, V8V, ZVB, ZVC
305.02.2	330	HAM, LTM, LUM, QGM, QHM, RYM, UAM, UFM, VAJ, VHJ, VJJ, VWP, VWR, V2J, V4J, V5J, V6J, V7J, V8J, V8K, V8V, V9A, V9B, ZEM, ZLM, ZVB, ZVC, Z2U, Z2W
307.02.2	351	RPM
310.02.2	352	DBM, DFM, DKM, HAM, PDM, PZM, VCR, VCS, VCT, VCW, VDJ, V8V, ZPM, ZVB, ZVC, Z2U
310.05.2	353	Q3K, UFM, V8V, ZJR, ZJS, ZJT, ZJU, ZJV, ZJW, ZVB, ZVC
310.11.2	356	HAM, PNM, PNR, UAM, UFM, VDK, VGL, V8K, V8V, ZVB, ZVC, Z2W

C-35
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
310.14.2	357	A3M, C7M, HAM, LTM, LUM, MUM, R9Q, UAM, UFM, USM, UTM, UXM, UYM, VAA, VCM, V8K, V8N, V8V, ZLJ, ZLK, ZLL, ZLM, ZVB, ZVC, Z2U
315.02.2	385	HAM, L2M, L4M, L5M, L6M, L8M, LXM, UFM, VGL, VUM, VYM, V2M, V8V, ZSP, ZVB, ZVC, Z2U
320.02.2	430	CUL, ZVB, ZVC
320.05.2	450	UAM, UFM, USP, USR, VAA, VAB, VAC, VAD, VAE, VAV, V4J, V8V, VWJ, ZEM, ZVB, ZVC
320.08.2	452	UAM, UFM, USM, VAJ, VHJ, V8V, ZVB, ZVC
320.11.2	460	DAK, DAM, L9K, NYM, Q3K, UFM, V8V, ZJR, ZJT, ZVB, ZVC
320.17.2	471	L9K, PNM, UFM, USM, VAJ, VDR, V8V, ZVB, ZVC
320.20.2	472	L9K, PNM, UFM, USM, VAJ, VDR, V8V, ZVB, ZVC

C-36
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
320.23.2	473	Q3K, V8V, ZJU, ZJV, ZJW, ZVB, ZVC
320.26.2	480	UFM, VGL, V3M, ZSP, ZVB, ZVC, Z2W
325.02.2	500	ABK, ABL, ABM, ACA, ACM, AYM, A2M, BAB, BAC, BAD, BAE, BBM, BDN, BLM, BNK, BNM, BNN, BNR, BNT, BNY, BWA, BWM, BYM, BYO, HAM, K1M, K7M, K8M, K9M, LBM, LEM, LHM, LJM, LKM, LKP, LLM, LPM, LSM, LWM, LYM, LYP, LZM, L1M, L2K, L3M, PNR, P5M, UDM, VGL, VJM, V1P, V8N, ZBA, ZGM, ZGY, ZHK, ZJM, ZLM, ZMM, ZQM, ZRM, ZSK, ZSP, ZTR, ZTU, ZTZ, Z2U, Z2W, Z4L, Z4M, Z4N, Z4P, Z4S, Z4T, Z4X, Z4Y
325.05.2	501	ABK, ABL, ABM, ACA, ACM, AYM, A2M, BAB, BAC, BAD, BAE, BBM, BDN, BLM, BNK, BNM, BNN, BNR, BNT, BNY, BWA, BWM, BYM, BYO, HAM, K1M, K7M, K8M, K9M, LBM, LEM, LHM, LJM, LKM, LKP, LLM, LPM, LSM, LYM, LYP, LZM, L1M, L2K, L3M, PNR, P5M, UDM, VGL, V1P, V8M, V8N, ZBA, ZGM, ZHK, ZJK, ZJM, ZLM, ZQM, ZRM, ZSK, ZSP, ZTU, ZTZ, Z2U, Z2W, Z4L, Z4M, Z4N, Z4P, Z4S, Z4T, Z4X, Z4Y
325.17.2	507	ABL, ABM, ABR, ABS, BWA, BWM, HAM, HDM, HGM, HJM, HLM, NUM, PNR, V1P, V8N, ZLM, ZRM, ZSK, Z2U, Z4X, Z4Y

C-37
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
325.20.2	508	ABK, ABL, ABM, ABR, ABS, AYM, BAB, BAC, BAD, BAE, BWA, BDN, BWM, BYO, HAM, MEM, MGM, MJM, MLK, MLM, MMM, NMM, NUM, PNR, UDM, VGL, VJM, V1P, V8N, ZJK, ZJM, ZLM, ZQM, ZRM, ZSK, ZSP, ZTZ, Z2U, Z2W, Z4J, Z4K, Z4X, Z4Y
[325.23.2]	512	Edit terminated as of the August 2004 CPDF submissions. Edit remains in the Guide since it is still applicable to old transactions. ABL, ABM, AYM, BWM, HAM, MAM, MBM, PNR, VGL, V1P, V8N, ZLM, ZRM, ZSK, ZSP, ZTU, Z2U, Z4X, Z4Y
325.26.2	515	ABL, ABM, ABR, ABS, AYM, BAB, BAC, BAD, BDN, BAE, BWA, BWM, BYO, HAM, KLM, MXM, M6M, M8M, NAM, NCM, NEM, NMM, NUM, PNR, SZX, UDM, VGL, VJM, V1P, V8L, V8N, ZJK, ZLM, ZQM, ZRM, ZSK, ZSP, ZTM, ZTU, Z2U, Z2W, Z4X, Z4Y
325.32.2	520	ABM, BWM, HAM, HNM, HRM, PNR, V1P, ZLM, ZRM, ZSK, Z4X, Z4Y
325.35.2	522	ABM, BWM, HAM, HNM, HRM, H3M, PNR, V1P, ZLM, ZRM, ZSK, Z4X, Z4Y
325.38.2	524	ABM, A7M, BWM, HAM, LBM, NFM, NMM, PNR, V1P, ZLM, ZRM, ZSK, Z4X, Z4Y

C-38
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
325.44.2	540	ABL, ABM, ABR, ABS, BWM, HAM, KQM, NUM, PNR, QGM, QHM, UDM, USM, U2M, VAJ, VCS, VCT, VCW, VDJ, VFJ, VGJ, VGL, VHJ, V1P, V8N, ZLM, ZSK, ZSP, Z2U, Z4X, Z4Y
325.47.2	541	ABL, ABM, ABR, ABS, BWM, HAM, KQM, NUM, PNR, QGM, QHM, UDM, USM, U2M, VAJ, VCS, VCT, VCW, VDJ, VFJ, VGJ, VGL, VHJ, V1P, V8N, ZLM, ZSK, ZSP, Z2U, Z4X, Z4Y
325.50.2	542	BWM, HAM, NRM, NTM, NXM, PNR, P3M, P5M, UFM, V2M, ZLM, ZSK, ZVB, ZVC
325.53.2	543	BWM, HAM, PNR, UFM, VBJ, VCJ, ZLM, ZSK, ZVB, ZVC
325.57.2	546	AUM, AWM, BWM, HAM, NSM, NWM, PNR, UFM, V4L, ZLM, ZSK, ZVB, ZVC
325.60.2	548	AWM, BWM, HAM, NVM, PNR, UFM, V4M, ZLM, ZSK, ZVB, ZVC, Z4V, Z4W
325.63.2	549	AWM, BWM, HAM, PNR, UFM, V4P, ZLM ZSK, ZVB, ZVC

C-39
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
325.81.2	570	ABK, ABL, ABM, ABR, BPM, BWM, HAM, H2L, J8M, PNR, P5M, QGM, QHM, UAM, UDM, UFM, USM, U2M, VAJ, VCS, VCT, VCW, VDJ, VFJ, VGJ, VGL, VHJ, V1P, V8K, V8V, Wxx, Xxx, Yxx (except YKB), ZKM, ZLM, ZNM, ZRM, ZSK, ZSP, ZTZ, ZVB, ZVC, Z2M, Z2U, Z4X, Z4Y
325.84.2	571	ABK, ABL, ABM, ABR, BPM, BWM, HAM, H2L, J8M, PNR, UAM, UDM, UFM, VGL, V1P, V8K, V8V, Wxx, Xxx, Yxx, ZKM, ZLM, ZNM, ZWM, ZSK, ZSP, ZVB, ZVC, Z2M, Z4X, Z4Y

C-40
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
325.90.2	590	ABK, ABL, ABM, ABR, ABS, ACM, AWM, AYM, BPM, BWA, BWM, CRK, CRL, CRN, C1K, C1L, C1N, C2K, C2L, C2N, C3K, C3L, C3N, C4K, C4L, C4N, HAM, H2L, J8M, KLM, MXM, M6M, M8M, NAM, NCM, NEM, NUM, NVM, PNR, UAM, UFM, VGL, VJM, V1P, V4M, V4P, V8K, V8L, V8N, V8V, Wxx, Xxx, Yxx, ZJK, ZKM, ZLM, ZNM, ZQM, ZRM, ZSK, ZSP, ZTM, Z2U, Z4V, Z4W, Z4X, Z4Y
328.02.2	803	CGM, ZLM, ZSE, ZSM
328.10.2	810	UDM, UFM, VPG, VPH, VXK, V8K, V7R, V8N, V8V, ZLM, ZTZ, ZVB, ZVC, Z4G, Z4H
329.05.2	815	UAM, UDM, UFM, VPF, VPO, VPT, V7R, V8K, V8N, V8V, ZLM, ZVB, ZVC, Z4A, Z4B
329.07.2	816	UAM, UDM, UFM, VPF, VPO, VPW, V7R, V8K, V8N, V8V, ZLM, ZTY, ZVB, ZVC, Z4E, Z4F
329.09.2	818	RMM, UFM, V8K, V8N, V8V, ZLM, ZVB, ZVC
329.17.2	826	Z4C, Z4D
329.18.2	827	VPN, VPR, VPS, VPX, VPY, Z4G, Z4H
329.30.2	849	V9N, V9P

C-41
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Edit	If nature of action is	Then legal authority must be
329.50.2	867	Q9K, ZVB, ZVC
329.55.2	868	Q9M, ZVB, ZVC
329.58.2	871	UAM
330.11.2	878	UBM, UFM, V7G, V8G, ZVB, ZVC
330.12.2	879	UBM, UFM, VWK, ZLM, ZVB, ZVC

C-42
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

370 (NATURE OF ACTION)

370.02.2 If nature of action is other than 001 or 817,
Then the following data elements may not be spaces:

current appointment authority (1)
date of birth
duty station
employee name¹
handicap
organizational component
personnel office identifier
position occupied
retirement plan
service computation date
sex
supervisory status
tenure
veterans preference
veterans status²

Default: Insert asterisk(s) in missing data elements(s). When duty station is spaces, insert asterisks in both duty station and locality adjustment.

Notes:

¹ Employee name may be spaces if agency/subelement is DJ15, HSAD, or TR40.

(continued)

C-43
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

Notes (continued)

² Veterans status may be space if:

Agency/subelement is AFNG, AFZG, or ARNG.

OR

Agency/subelement is CM63 and legal authority (1) or current
appointment authority (1) is XZM.

C-44
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

370.04.2 If nature of action is 1xx, 2xx, 5xx, 6xx, 7xx, or 8xx (except 817) (where "xx" represent the last two positions of a valid nature of action),
Then the following data elements may not be spaces:

basic pay
grade
occupation
pay basis
pay plan
pay rate determinant
step or rate
work schedule

Default:

- (1) If basic pay or pay basis is spaces,
 Asterisk pay basis and basic pay.
- (2) If grade is spaces,
 Asterisk grade, step or rate, pay basis, and basic pay.
- (3) If occupation is spaces,
 Asterisk occupation.
- (4) If pay plan is spaces,
 Asterisk pay plan, grade, step or rate, pay basis, and basic pay.
- (5) If pay rate determinant is spaces,
 Asterisk pay rate determinant, pay basis and basic pay.
- (6) If step or rate is spaces,
 Asterisk step or rate.
- (7) If work schedule is spaces,
 Asterisk work schedule.

C-45
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

370.07.2 If nature of action is 3xx, 4xx, 5xx, 6xx, 7xx, or 8xx (except 815-817, 825, 840-849, 878-879),

Then the following data elements may not be spaces:

- prior basic pay
- prior duty station
- prior grade
- prior occupation
- prior pay basis
- prior pay plan
- prior pay rate determinant
- prior step or rate
- prior work schedule

Default:

- (1) If prior basic pay or prior pay basis is spaces
Asterisk prior pay basis and prior basic pay.
- (2) If prior duty station is spaces,
Asterisk prior duty station and prior locality adjustment.
- (3) If prior grade is spaces,
Asterisk prior grade, prior step or rate, prior pay basis, and prior basic pay.
- (4) If prior occupation is spaces,
Asterisk prior occupation.
- (5) If prior pay plan is spaces,
Asterisk prior pay plan, prior grade, prior step or rate, prior pay basis, and prior basic pay.
- (6) If prior pay rate determinant is spaces,
Asterisk prior pay rate determinant, prior pay basis and prior basic pay.
- (7) If prior step or rate is spaces,
Asterisk prior step or rate.
- (8) If prior work schedule is spaces,
Asterisk prior work schedule.

C-46
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

370.20.2 If nature of action is 810,
 And both legal authorities are either spaces or asterisks,
 Then at least one of the following data elements must be present or asterisks:

retention allowance
supervisory differential

Default: Insert asterisks in retention allowance and supervisory differential.

370.25.2 If pay plan is validly reported as spaces,
 Then the following data elements must be spaces or asterisks:

basic pay
grade
locality adjustment
pay basis
pay rate determinant
step or rate

Default: Insert spaces in all data elements that are not spaces or asterisks. Failing the edit does not cause the record or data elements to be counted as errors, but agency should submit spaces for the data elements.

C-47
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

370.30.2 If prior pay plan is validly reported as spaces,
Then the following data elements must be spaces or asterisks:

prior basic pay
prior grade
prior locality adjustment
prior pay basis
prior pay rate determinant
prior step or rate

Default: Insert spaces in all data elements that are not spaces or asterisks. Failing the edit does not cause the record or data elements to be counted as errors, but agency should submit spaces for the data elements.

370.35.2 If nature of action is 600 through 610,
Then agency/subelement must be TD03.

Default: Reject transaction.

370.36.2 If nature of action is 871,
Then agency must be AF, AR, DD, or NV.

Default: Reject transaction.

DYNAMICS FILE

390 (OCCUPATION)

- 390.05.2 If nature of action is 817,
Then occupation must not be spaces.

Default: Insert asterisks in occupation.
- 390.07.2 If pay plan is Gx, ST, or LG,
Then occupation must be less than 2500, spaces, or asterisks.

Default: Insert asterisks in occupation.
- 390.13.2 If pay plan is Wx, Xx, or Kx,
Then occupation must be greater than 2499, spaces, or asterisks.

Default: Insert asterisks in occupation.
- 390.28.2 If occupation is 0605,
Then the first two positions of agency/subelement must be VA.

Default: Insert asterisks in occupation.
- 390.48.2 If occupation is 0898, 1398, or 1598,
Then agency/subelement must be CM57.

Default: Insert asterisks in occupation.

C-49
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

410 (PAY BASIS)

410.02.3	If pay rate determinant is other than A, B, E, F, U, or V, And pay plan is:	Then pay basis must be as shown or asterisks
	AL	PA
	CA	PA
	ES	PA
	EX	PA
	GG	PA
	GH	PA
	GM	PA
	GS	PA
	KA	PA, PH
	SL	PA
	Xx	PH
	ZZ	WC
	Default: Insert asterisks in pay basis and basic pay.	

410.07.3 If pay basis is BW, PA, PD, PH, or WC,
And pay plan is other than AD,
Then basic pay must be within the range for the pay basis shown in Table 56 or be
asterisks.

Default: Insert asterisks in pay basis and basic pay.

C-50
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

420 (GRADE = GRADE, LEVEL, CLASS, RANK, OR PAY BAND)

420.02.3 If pay plan is CG, MG, WL, or XG,
Then grade must be 01 through 15 or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

420.04.3 If pay plan is WS or XH,
Then grade must be 01 through 19 or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

420.05.3	If pay plan is	Then grade must be
	DA, DS, DT	00-03
	DP	00-05
	ZA, ZP, ZS, ZT	01-05
	Default: Insert asterisks in grade.	

420.07.3 If pay plan is FA,
And pay rate determinant is not S,
Then grade must be CA, CM, MC, NC, OC, 01 through 04, 13, 14, or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

420.10.3 If pay plan is CE,
Then grade must be 01 through 17 or asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

C-51
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 420.11.3 If pay plan is CY,
 Then grade must be 01 through 24 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.13.3 If pay plan is GM,
 Then grade must be 13 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.16.3 If pay plan is GS,
 Then grade must be 01 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.17.3 If pay plan is NH or NJ,
 Then grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.18.3 If pay plan is NK,
 Then grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.20.3 If pay plan is EV,
 Then grade must be 01, 02, 03, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

C-52
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 420.23.3 If pay plan is EZ,
 Then grade must be 01 through 08 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.25.3 If pay plan is VN,
 Then grade must be 01 through 06, 08, 09, 11 through 15, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.28.3 If pay plan is VP,
 Then grade must be 11 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.31.3 If pay plan is WG or XF,
 Then grade must be 01 through 15 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.34.3 If pay plan is EX,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.40.3 If pay plan is DR,
 Then grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

C-53
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 420.41.3 If pay plan is ND or NT,
 Then grade must be 01 through 06 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.42.3 If pay plan is NG,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.44.3 If pay plan is FO,
 Then grade must be 01 through 08 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.45.3 If pay plan is FP,
 Then grade must be 01 through 09, AA through EE, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.47.3 If pay plan is FE,
 Then grade must be CA, CM, MC, OC, 01 through 03, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.50.3 If pay plan is AF,
 Then grade must be AA, BB, CC, DD, EE, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

C-54
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 420.51.3 If pay plan is FM,
 Then grade must be 13 through 15 or be asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.52.3 If pay plan is FG,
 Then grade must be 01 through 15 or be asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.53.3 If pay plan is FC,
 Then grade must be 02 through 14 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.55.3 If pay plan is AL or CA,
 Then grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.59.2 If legal authority is J8M,
 And pay plan is GG or GS,
 And nature of action is 170 or 570,
 Then grade must be 01 through 11 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.60.3 If pay plan is SL or XE,
 Then grade must be 00 or asterisks.
- Default: Insert 00 in grade.

C-55
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 420.65.3 If pay plan is GG,
 Then grade must be 01 through 15, SL, spaces, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.70.3 If pay plan is GH,
 Then grade must be 13 through 15, spaces, or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.73.3 If pay plan is NY,
 Then grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.74.3 If pay plan is NC,
 Then grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.75.3 If pay plan is NO,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
- 420.76.3 If pay plan is NP or NR,
 Then grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

C-56
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 420.78.3 If pay plan is NB,
 Then grade must be 01 through 09 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
-
- 420.79.3 If pay plan is AA,
 Then grade must be 01 through 06 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
-
- 420.80.3 If pay plan is GL,
 Then grade must be 03 through 10 or asterisks.
- Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

C-57
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

440 (PAY PLAN)

440.02.3	If pay plan is	Then agency/subelement must be
	AF	AG10, AM, CM55, IB, PU, ST
	AG	FD
	AJ	NU
	AT	TD03
	CB	FD
	CE	IN06
	CF, CG, CH, CI, CJ, CL, CM	FD
	CT	CT
	CU	CU
	CX	FD
	CY	IN06
	DA	NV
	DB, DE	AF, AR, DD, NV
	DG	NV
	DJ, DK	AF, AR, DD, NV
	DN	BF

(edit continued)

C-58
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	DP	NV
	DQ	AF, AR, DD, NV
	DR	AF
	DS, DT	NV
	DV, DZ	AF, AR, DD, NV
	EJ	DN, HS
	EK	DN
	EM	FD
	EN	DN
	EO	FD
	EV	TD03
	EZ	SE
	FA	AM, ST
	FB	TD03
	FD	AF, AR, DD, NV
	FE	AG10, AG34, AM, CM55, HS, IB, PU, ST
	FF, FG, FJ, FL, FM, FN	TD03

(edit continued)

C-59
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	FO	AG10, AG34, AM, CM55, HS, IB, PU, ST
	FP	AG10, AG34, AM, CM55, HS, IB, PU, ST
	FS, FT, FV, FW, FX	TD03
	GE, GI	LP
	GN	HE38
	HU	IN
	IE	AF, AR, DD, NV
	IJ	DJ
	IP	AF, AR, DD, NV
	IR	TR93
	KA, KB, KE	LP
	KG	TRAI
	KI, KJ	LP
	KL	TRAI
	KM, KN, KO, KP	LP
	KS	TRAI
	KT, KU, KV, KW, KX, KY	LP
	LE	HSAD
	LG	FD
	MA	AG
	MC	MI

(edit continued)

C-60
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	MG, MS, MX	HU
	NB	TRAJ
	NC, ND, NG	NV
	NH, NJ, NK	AF, AR, DD, NV
	NO, NP, NR, NT	NV
	NX, NY	KS
	NZ	SM03
	OF	HUFH
	PD	DJ15, HSAD, HSBD, TR40
	PG, PJ, PQ, PU, PZ	LP
	RA	AG
	RE, RP	TR93
	RS	HE
	SK	SE
	SN	NU
	SO	SE
	SP	IN
	SS	CU
	SV, SW	HSBC

(edit continued)

C-61
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	TF	FY
	TG	TR35
	TM	FY
	TP	DD16
	TR	TRAD, TRAI
	TS	FY
	VC, VE	VA
	VG, VH	FK, FL
	VM, VN, VP	VA
	WA	AR
	WE	TR
	WJ, WK, WO, WY	AR
	XA, XB, XC	IN
	XE	IN07
	XF, XG, XH	AR
	XI, XJ, XK	TRAI

(edit continued)

C-62
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

440.02.3 (continued)	If pay plan is	Then agency/subelement must be
	YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ	AF, AR, DD, NV
	ZA, ZP, ZS, ZT	CM
	Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.	

C-63
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 440.10.2 If nature of action is 480 or 762,
Then pay plan must be ES, FE, or asterisks.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.
- 440.12.2 If nature of action is 879,
Then pay plan must be ES, FE, MS, TF, TX, or asterisks,
Or pay rate determinant must be S.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.
- 440.13.2 If nature of action is 891,
Then pay plan must be CG, CM, Dx, EM, EO, FM, GH, GM, NB, NC, ND, NG,
NH, NJ, NK, NO, NP, NR, NT, PD, TM, VH, ZA, ZP, ZS, ZT, or asterisks.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.
- 440.22.2 If nature of action is 142, 143, 145 through 149, 542, 543, 546, 548, or 549,
Then pay plan must be ES, FB, FE, FJ, FX, or asterisks.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.
- 440.25.2 If nature of action is 893,
Then pay plan may not be GM.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis and basic pay.

C-64
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 440.30.2 If nature of action is 1xx (other than 132),
 And agency is other than AF, AR, DD, or NV,
 Then pay plan may not be GM.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.
-
- 440.35.2 If nature of action is 5xx or 721,
 And supervisory status is 8,
 Then pay plan may not be GM.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.
-
- 440.40.2 If nature of action is 702, 703, 713, or 740,
 Then pay plan may not be GM.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.
-
- 440.45.3 If either current appointment authority is UAM,
 Then pay plan may not be GS.
- Default: Insert GG in pay plan.
-
- 440.46.2 If nature of action is 871,
 Then pay plan must be GG.
- Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.

C-65
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

450 (PAY RATE DETERMINANT)

450.02.3 If pay rate determinant is 4,
Then pay plan may not begin with W or X.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.03.2 If pay rate determinant is 4,
And pay plan is GM or GS,
Then prior pay rate determinant must be 4, asterisk, or blank,
Or nature of action must be 5xx, 702, 703, 740, or 741,
And prior pay rate determinant must be 5, 6, E, F, J, K, or asterisk.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.04.3 If pay plan is FA or EX,
Then pay rate determinant must be 0, C, S, or asterisk.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.05.3 If pay plan is GH or GM,
Then pay rate determinant may not be A, B, E, F, U, or V.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

450.10.3 If pay rate determinant is C,
Then pay plan may not be Bx, ED, EE, EF, EG, EH, EI, Wx, Xx, or ZZ.

Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

C-66
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 450.19.3 If pay plan is ES,
 Then pay rate determinant must be 0, 2, C, or asterisk.
- Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.
- 450.22.2 If nature of action is 740 or 741,
 Then pay rate determinant or prior pay rate determinant must be A, B, E, F, U, V,
 or asterisk.
- Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.
- 450.25.2 If nature of action is 702 or 721,
 Then pay rate determinant may not be A, B, E, F, U or V.
- Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.
- 450.28.2 If nature of action is 892 or 893,
 Then pay rate determinant must be 0, 5, 6, 7, A, B, E, F, T or asterisk.
- Default: Insert asterisks in pay rate determinant, pay basis, and basis pay.
- 450.40.3 If pay rate determinant is P,
 Then agency must be VA.
- Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.
- 450.42.3 If pay plan is GM or GS,
 Then pay rate determinant must not be P or T.
- Default: Insert asterisks in pay rate determinant, pay basis, and basic pay.

C-67
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

450.43.3 If pay rate determinant is Z,
 Then pay plan must not be FO or FP,
 And agency must be AM, GY, or ST,
 And the first two positions of duty station must be CA or MX.

Default: Insert asterisks in pay rate determinant and basic pay.

C-68
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

470 (RATING OF RECORD (LEVEL))

470.02.2 If nature of action is other than 001,
Then rating of record (level) may not be space.

Default: Insert asterisks in rating of record (level), rating of record (pattern), and rating of record (period).

470.03.3 If rating of record (pattern) is A,
Then rating of record (level) must be 1, 3, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.04.3 If rating of record (pattern) is B,
Then rating of record (level) must be 1, 3, 5, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.05.3 If rating of record (pattern) is C,
Then rating of record (level) must be 1, 3, 4, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

470.06.3 If rating of record (pattern) is D,
Then rating of record (level) must be 1, 2, 3, X, or Z.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

C-69
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 470.07.3 If rating of record (pattern) is E,
 Then rating of record (level) must be 1, 3, 4, 5, X, or Z.
- Default: Insert asterisks in rating of record (level) and rating of record (pattern).
-
- 470.08.3 If rating of record (pattern) is F,
 Then rating of record (level) must be 1, 2, 3, 5, X, or Z.
- Default: Insert asterisks in rating of record (level) and rating of record (pattern).
-
- 470.09.3 If rating of record (pattern) is G,
 Then rating of record (level) must be 1, 2, 3, 4, X, or Z.
- Default: Insert asterisks in rating of record (level) and rating of record (pattern).
-
- 470.10.3 If rating of record (pattern) is H,
 Then rating of record (level) must be 1, 2, 3, 4, 5, X, or Z.
- Default: Insert asterisks in rating of record (level) and rating of record (pattern).

C-70
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

471 (RATING OF RECORD (PATTERN))

471.02.3 If rating of record (level) is 1 through 5,
Then neither rating of record (pattern) nor rating of record (period) may be
spaces.

Default: Insert asterisks in rating of record (pattern), rating of record (level), and
rating of record (period).

471.03.3 If pay plan is ES,
Then rating of record (pattern) must not be A, B, C, or E.

Default: Insert asterisks in rating of record (level) and rating of record (pattern).

C-71
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

472 (RATING OF RECORD (PERIOD))

472.02.2 If rating of record (period) is not spaces or asterisks,
Then it must be equal to or less than the effective date of personnel action.

Default: Insert asterisks in rating of record (period).

472.03.3 If rating of record (level) is X,
Then rating of record (period) must be spaces.

Default: Insert spaces in rating of record (period). Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

472.04.2 If rating of record (period) is not spaces or asterisks,
Then it must not be more than 5 years earlier than the effective date of personnel action.

Default: Retain data as submitted. Failing the edit does not cause the record or data element to be counted as an error, but agency should verify that the rating of record (period) reflects the date of the employee's most current rating of record (level).

C-72
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

500 (POSITION OCCUPIED)

500.02.3 If pay plan is ED, EE, EF, EG, EH, EI, Fx (other than FC), MA, SV, SW, VE,
VM, VN, or VP,
Then position occupied must be 2 or asterisk.

Default: Insert 2 in position occupied.

500.04.3 If pay plan is ES,
Then position occupied must be 3, 4, or asterisk.

Default: Insert asterisk in position occupied.

500.07.2 If nature of action is other than 3xx or 4xx,
And position occupied is 3 or 4,
Then pay plan must be ES or asterisks.

Default: Insert asterisk in position occupied.

500.13.2 If nature of action is 100, 101, 107, 108, 115, 120, 122, 124, 140, 141, 500, 501,
507, 508, 515, 520, 522, 524, 540, or 541,
Then position occupied must be 1 or asterisk.

Default: Insert 1 in position occupied.

500.16.2 If nature of action is 150, 151, 153, 154, 155, 157, 170, 171, 550, 551, 553, 554,
555, 570, or 571,
Then position occupied must be 2 or asterisk.

Default: Insert 2 in position occupied.

C-73
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

520 (PRIOR OCCUPATION)

520.02.2 If occupation is not the same as prior occupation,
 And both are other than spaces or asterisks,
 Then nature of action must be 5xx, 702, 703, 713, 721, 740, 741, or 800.

Default: Insert asterisks in prior occupation.

520.04.2 If prior pay plan is Gx, LG, or ST,
 Then prior occupation must be less than 2500 or be asterisks.

Default: Insert asterisks in prior occupation.

520.07.2 If prior pay plan is Kx, Wx, or Xx,
 Then prior occupation must be greater than 2499 or be asterisks.

Default: Insert asterisks in prior occupation.

520.13.2 If prior occupation is 0605,
 Then the first two positions of agency/subelement must be VA.

Default: Insert asterisks in prior occupation.

C-74
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

530 (PRIOR PAY BASIS)

530.02.2	If prior pay rate determinant is other than A, B, E, F, U, or V, And prior pay plan is:	Then prior pay basis must be as shown or asterisks
	AL	PA
	CA	PA
	ES	PA
	EX	PA
	GG	PA
	GH	PA
	GM	PA
	GS	PA
	KA	PA, PH
	SL	PA
	Xx	PH
	ZZ	WC
	Default: Insert asterisks in prior pay basis and prior basic pay.	

530.07.2 If prior pay basis is BW, PA, PD, PH, or WC,
And prior pay plan is other than AD,
Then prior basic pay must be within the range for the pay basis shown in
Table 56.

Default: Insert asterisks in prior pay basis and prior basic pay.

C-75
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

540 (PRIOR GRADE = PRIOR GRADE, LEVEL, CLASS, RANK, OR PAY BAND)

540.02.2 If pay plan equals GM or GS,
 And prior pay plan equals GM or GS,
 And grade does not equal prior grade,
 And neither grade nor prior grade are spaces or asterisks,
 Then nature of action must be 5xx, 702, 703, 713, 740, or 741.

Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.

540.03.2 If prior pay plan is FG,
 Then prior grade must be 01 through 15 or be asterisks.

Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.

540.04.2 If nature of action is 769,
 Then prior grade must equal current grade or be asterisks.

Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.

540.05.2 If prior pay plan is FM,
 Then prior grade must be 13 through 15 or be asterisks.

Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.

C-76
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 540.06.2 If prior pay plan is EZ,
 Then prior grade must be 01 through 08 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.07.2 If prior pay plan is CG, MG, WL, or XG,
 Then prior grade must be 01 through 15 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.10.2 If prior pay plan is WS or XH,
 Then prior grade must be 01 through 19 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.13.2 If prior pay plan is FA,
 And prior pay rate determinant is not S,
 Then prior grade must be CA, CM, MC, NC, OC, 01 through 04, 13, 14, or
 asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.16.2 If prior pay plan is CE,
 Then prior grade must be 01 through 17 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.

C-77
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 540.17.2 If prior pay plan is CY,
 Then prior grade must be 01 through 24 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.18.2 If prior pay plan is AL or CA,
 Then prior grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.19.2 If prior pay plan is GM,
 Then prior grade must be 13 through 15 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.20.2 If prior pay plan is GS,
 Then prior grade must be 01 through 15 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.25.2 If prior pay plan is VN,
 Then prior grade must be 01 through 06, 08, 09, 11 through 15, or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.

C-78
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 540.28.2 If prior pay plan is VP,
 Then prior grade must be 11 through 15 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.29.2 If prior pay plan is DR,
 Then prior grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.31.2 If prior pay plan is WG or XF,
 Then prior grade must be 01 through 15 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.32.2 If prior pay plan is ND or NT,
 Then prior grade must be 01 through 06 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.33.2 If prior pay plan is NG,
 Then prior grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.

C-79
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 540.34.2 If prior pay plan is EX,
 Then prior grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.35.2 If prior pay plan is NH or NJ,
 Then prior grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.36.2 If prior pay plan is NK,
 Then prior grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.39.2 If prior pay plan is EV,
 Then prior grade must be 01, 02, 03, or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.40.2 If prior pay plan is NY,
 Then prior grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.

C-80
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 540.43.2 If prior pay plan is FO,
 Then prior grade must be 01 through 08 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.45.2 If prior pay plan is FP,
 Then prior grade must be 01 through 09, AA through EE, or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.46.2 If prior pay plan is FE,
 Then prior grade must be CA, CM, MC, OC, 01 through 03, or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.49.2 If prior pay plan is AF,
 Then prior grade must be AA, BB, CC, DD, EE, or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.52.2 If prior pay plan is FC,
 Then prior grade must be 02 through 14 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.

C-81
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 540.55.2 If prior pay plan is GG,
 Then prior grade must be 01 through 15, SL, spaces, or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.56.2 If prior pay plan is NC,
 Then prior grade must be 01 through 03 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.57.2 If prior pay plan is NO,
 Then prior grade must be 01 through 04 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.58.2 If prior pay plan is NP or NR,
 Then prior grade must be 01 through 05 or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.
- 540.60.2 If prior pay plan is GH,
 Then prior grade must be 13 through 15, spaces, or asterisks.
- Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and
 prior basic pay.

C-82
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

540.61.2 If prior pay plan is SL or XE,
Then prior grade must be 00 or asterisks.

Default: Insert 00 in prior grade.

540.63.2 If prior pay plan is NB,
Then prior grade must be 01 through 09 or asterisks.

Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.

540.64.2 If prior pay plan is AA,
Then prior grade must be 01 through 06 or asterisks.

Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.

540.65.2 If prior pay plan is GL,
Then prior grade must be 03 through 10 or asterisks.

Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.

C-83
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

550 (PRIOR PAY PLAN)

550.02.2 If pay plan and prior pay plan are not the same,
 And both are other than asterisks or spaces,
 Then nature of action must be 5xx, 600-610, 702, 703, 713, 721, 740, 741, or 894.

Default: Insert asterisks in prior pay plan, prior grade, prior step or rate, prior pay basis, and prior basic pay.

C-84
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

560 (PRIOR PAY RATE DETERMINANT)

- 560.02.2 If nature of action is 741,
Then prior pay rate determinant must be A, B, E, F, U, V, or asterisk.
- Default: Insert asterisks in prior pay basis, prior basic pay, and prior pay rate determinant.
- 560.04.2 If the nature of action is 703,
And prior pay rate determinant is A, B, E, F, U, or V,
Then pay rate determinant must be A, B, E, F, U, V, or asterisk.
- Default: Insert asterisks in prior pay basis, prior basic pay, and prior pay rate determinant.
- 560.06.2 If prior pay rate determinant is C,
Then prior pay plan may not be Bx, ED, EE, EF, EG, EH, EI, Wx, Xx, or ZZ.
- Default: Insert asterisks in prior pay rate determinant, prior pay basis, and prior basic pay.
- 560.07.2 If prior pay rate determinant is 4,
Then prior pay plan may not begin with W or X.
- Default: Insert asterisks in prior pay rate determinant, prior pay basis, and prior basic pay.
- 560.13.2 If prior pay plan is FA, ST, or EX,
Then prior pay rate determinant must be C, S, 0, or asterisk.
- Default: Insert asterisks in prior pay rate determinant, prior pay basis, and prior basic pay.

C-85
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 560.28.2 If prior pay plan is ES,
 Then prior pay rate determinant must be 0, 2, C, or asterisk.
- Default: Insert asterisks in prior pay rate determinant, prior pay basis, and prior basic pay.
- 560.40.2 If prior pay plan is GM or GS,
 Then prior pay rate determinant must not be P or T.
- Default: Insert asterisks in prior pay basis, prior basic pay, and prior pay rate determinant.
- 560.43.2 If prior pay rate determinant is Z,
 Then prior pay plan must not be FO or FP,
 And agency must be AM, GY, or ST,
 And the first two positions of prior duty station must be CA or MX.
- Default: Insert asterisks in prior pay rate determinant and prior basic pay.

C-86
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

570 (PRIOR BASIC PAY)

Note: If the prior basic pay does not match the Basic Pay Table for the effective date of the action, the data will then be matched against the previous Basic Pay Table.

570.02.2 If prior pay plan is GS or VP,
 And prior pay rate determinant is 0 or 7,
 Then prior basic pay must match the entry for prior grade, and prior step or rate
 on Table 1 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.04.2 If prior pay plan is GS,
 And prior pay rate determinant is 2, 3, 4, J, K, or R,
 Then prior basic pay must be equal to or exceed the minimum basic pay for prior
 grade on Table 2 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.07.2 If prior pay plan is GM,
 And prior pay rate determinant is 0 or 7,
 Then prior basic pay must fall within the appropriate range for prior grade on
 Table 3 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.10.2 If prior pay plan is GM or GH,
 And prior pay rate determinant is 2, 3, 4, J, K, or R,
 Then prior basic pay must equal or exceed the minimum basic pay for prior grade
 on Table 2 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

C-87
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 570.13.2 If prior pay plan is EX,
 And prior pay rate determinant is 0,
 Then prior basic pay must match the entry for prior grade on Table 5 or be
 asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.
-
- 570.17.2 If prior pay plan is ES or FE,
 And prior pay rate determinant is not C,
 Then prior basic pay must be within the range on Table 55 or be asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.
-
- 570.23.2 If prior pay plan is FG,
 And prior pay rate determinant is 0 or 7,
 Then prior basic pay must match the entry for prior grade and prior step or rate on
 Table 1 or be asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.
-
- 570.25.2 If prior pay plan is FT,
 Then prior basic pay must be within the range on Table 21 or be asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.
-
- 570.27.2 If prior pay plan is FM,
 And prior pay rate determinant is 0 or 7,
 Then prior basic pay must match the entry for prior grade on Table 3 or be
 asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.

C-88
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

570.28.2 If nature of action is 7xx or 8xx (other than 702, 703, 713, 721, 740, 741, 815-817, 825, 840-849, 855, 866-868, 871, 878-879, or 891-894),
And neither prior basic pay nor basic pay are asterisks,
Then prior basic pay must equal basic pay.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.31.2 If prior pay plan is NY,
Then prior basic pay must be within the range on Table 26 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.32.2 If prior pay plan is NX,
Then prior basic pay must be within the range for the prior grade on Table 27 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.37.2 If prior pay plan is FC,
And prior pay rate determinant is not C,
Then prior basic pay must be within the range for prior grade on Table 8 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.43.2 If prior pay plan is AF, FO, or FP,
And prior pay rate determinant is not C,
Then prior basic pay must fall within the range for prior grade on Table 10 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

C-89
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

570.45.2 If prior pay plan is FA,
 And agency/subelement is ST,
 And prior pay rate determinant is 0,
 And prior grade is 13 or 14,
 Then prior basic pay must equal entry for the step on Table 7 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.50.2 If prior pay plan is GS,
 And prior pay rate determinant is 5 or 6,
 Then prior basic pay must equal or exceed the entry for prior grade and prior step
 or rate on Table 1 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

Note: The prior basic pay check in this edit is temporary to allow agencies time to modify special rate documentation in their HR systems. Eventually, the edit will be changed to require prior basic pay to equal the Table 1 entry.

570.60.2 If prior pay plan is AL,
 And prior pay rate determinant is not C,
 Then prior basic pay must match the entry for the prior grade and prior step or
 rate on Table 22 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.65.2 If prior pay plan is CA,
 And prior pay rate determinant is not C,
 Then prior basic pay must match the entry on Table 23 for the prior grade or be
 asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

C-90
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 570.70.2 If prior pay plan is SL or ST,
 And prior pay rate determinant is not C,
 Then prior basic pay must be within the range in Table 21 or be asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.
-
- 570.80.2 If prior pay plan is GG,
 And prior grade is 01 through 15,
 And prior step is 01 through 10,
 And prior pay rate determinant is 0 or 7,
 Then prior basic pay must match the entry for prior grade and prior step or rate on
 Table 1 or be asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.
-
- 570.82.2 If prior pay plan is GG,
 And prior grade is SL,
 And prior pay rate determinant is 0,
 Then prior basic pay must be within the range on Table 21 or be asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.
-
- 570.83.2 If prior pay plan is IJ,
 And prior pay rate determinant is 0 or 7,
 Then prior basic pay must match the entry for the prior step or rate on Table 36 or
 be asterisks.
- Default: Insert asterisks in prior pay basis and prior basic pay.

C-91
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

570.84.2 If prior pay plan is GG,
 And prior grade is 01 through 15,
 And prior pay rate determinant is 2, 3, 4, J, K, or R,
 Then prior basic pay must be equal to or exceed the minimum for prior grade on
 Table 2 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.86.2 If prior pay plan is GH,
 And prior pay rate determinant is 0 or 7,
 Then prior basic pay must be within the range for the appropriate prior grade on
 Table 3 or be asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

570.87.2 If prior pay plan is AA,
 And prior pay rate determinant is 0,
 Then prior basic pay must match the entry for the grade on Table 53 or be
 asterisks.

Default: Insert asterisks in prior pay basis and prior basic pay.

C-92
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

580 (PRIOR STEP OR RATE)

580.02.2 If nature of action is 7xx or 8xx (other than 702, 703, 713, 721, 740, 815-817, 825, 840-849, 855, 866-868, 871, 878-879, 891-894, or 899),
And neither step or rate nor prior step or rate are asterisks,
Then prior step or rate must equal step or rate.

Default: Insert asterisks in prior step or rate.

580.03.2 If prior pay plan is FG,
Then prior step or rate must be 00 through 10 or be asterisks.

Default: Insert asterisks in prior step or rate.

580.04.2 If pay plan is GS,
And nature of action is 892 or 893,
And pay rate determinant is 0, 5, 6, or 7,
Then prior step or rate must be less than step or rate or be asterisks.

Default: Insert asterisks in prior step or rate.

580.07.2 If prior pay plan is CE or CY,
Then prior step or rate must be 00 through 21 or asterisks.

Default: Insert asterisks in prior step or rate.

580.10.2 If prior pay plan is GM,
Then prior step or rate must be 00 or asterisks.

Default: Insert 00 in prior step or rate.

C-93
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

[580.13.2] Edit terminated as of the January 2004 CPDF submissions. Edit remains in the Guide since it is still applicable to old transactions.

If prior pay plan is ES or FE,
Then prior step or rate must be 01 through 06 or asterisks.

Default: Insert asterisks in prior step or rate.

580.19.2 If prior pay rate determinant is 2, 3, 4, or alphabetic,
And prior pay plan is not WT, FA, or EX,
Then prior step or rate must be 00 or asterisks.

Default: Insert 00 in prior step or rate.

580.22.2 If prior pay plan is GG, GS, or VP,
And prior grade is 01 through 15,
And neither current appointment authority is UAM,
And prior pay rate determinant is 0, 5, 6, or 7,
Then prior step or rate must be 01 through 10 or asterisks.

Default: Insert asterisks in prior step or rate.

580.26.2 If prior pay plan is VM,
And prior grade is 97,
Then prior step or rate must be 00 through 09 or asterisks.

Default: Insert asterisks in prior step or rate.

580.27.2 If prior pay plan is VN,
Then prior step must be 00 through 28 or asterisks.

Default: Insert asterisks in prior step or rate.

C-94
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

580.29.2 If prior pay plan is XE,
Then prior step or rate must be 01 through 03 or asterisks.

Default: Insert asterisks in prior step or rate.

580.31.2 If prior pay plan is FO,
Then prior step or rate must be 01 through 14 or asterisks.

Default: Insert asterisks in prior step or rate.

580.32.2 If prior pay plan is FP,
And prior grade is 01 through 09,
Then prior step or rate must be 01 through 14 or asterisks.

Default: Insert asterisks in prior step or rate.

580.33.2 If prior pay plan is FP,
And prior grade is AA through EE,
Then prior step or rate must be 01 through 05 or asterisks.

Default: Insert asterisks in prior step or rate.

580.34.2 If prior pay plan is AF,
Then prior step or rate must be 01 through 05 or asterisks.

Default: Insert asterisks in prior step or rate.

C-95
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

580.37.2 If prior pay plan is FC,
 And prior grade is 02 through 12,
 Then prior step or rate must be 01 through 10 or asterisks.

Default: Insert asterisks in prior step or rate.

580.40.2 If prior pay plan is FC,
 And prior grade is 13,
 Then prior step or rate must be 01 through 09 or asterisks.

Default: Insert asterisks in prior step or rate.

580.43.2 If prior pay plan is FC,
 And prior grade is 14,
 Then prior step or rate must be 01 through 05 or asterisks.

Default: Insert asterisks in prior step or rate.

580.46.2 If prior pay plan is AA, CA, SL, or ST,
 Then prior step or rate must be 00 or asterisks.

Default: Insert 00 in prior step or rate.

580.49.2 If prior pay plan is AL,
 And prior grade is 01 or 02,
 Then prior step or rate must be 00 or asterisks.

Default: Insert 00 in prior step or rate.

C-96
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

580.52.2 If prior pay plan is AL,
 And prior grade is 03,
 Then prior step or rate must be A through F, or asterisks.

Default: Insert asterisks in prior step or rate.

580.55.2 If prior pay plan is GG,
 And prior grade is SL,
 Then prior step or rate must be 00 or asterisks.

Default: Insert 00 in prior step or rate.

580.57.2 If prior pay plan is IJ,
 And prior pay rate determinant is 0 or 7,
 Then prior step or rate must be 01 through 04 or asterisks.

Default: Insert asterisks in prior step or rate.

C-97
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

590 (PRIOR WORK SCHEDULE)

590.02.2 If nature of action is 781,
And work schedule and prior work schedule are not asterisks,
Then prior work schedule may not equal work schedule.

Default: Insert asterisk in prior work schedule.

590.04.2 If nature of action is 430,
Then prior work schedule must be G, J, Q, T, or asterisk.

Default: Insert asterisk in prior work schedule.

C-98
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

600 (RACE OR NATIONAL ORIGIN)

600.02.3 If race or national origin is Y,
Then the first 2 positions of duty station must be RQ or asterisks.

Default: Insert asterisk in race or national origin.

600.04.3 If race or national origin is F, G, H, J, K, L, M, N, P, or Q,
Then the first 2 positions of duty station must be 15 or asterisks.

Default: Insert asterisk in race or national origin.

600.07.3 If the first 2 positions of duty station are RQ,
Then race or national origin must be D, Y, or asterisk.

Default: Insert asterisk in race or national origin.

600.10.3 If the first 2 positions of duty station are 15,
Then race or national origin must be A, C through Q, or asterisk.

Default: Insert asterisk in race or national origin.

C-99
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

650 (BASIC PAY)

Note: If a basic pay match error occurs AND the year and month of the effective date of the action are equal to the Basic Pay Table effective date, the data will then be matched against the previous Basic Pay Table.

650.02.2 If pay plan is GS or VP,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for grade and step or rate on Table 1 or be
 asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.05.3 If pay plan is NY,
 Then basic pay must be within the range on Table 26 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.06.3 If pay plan is NX,
 Then basic pay must be within the range for the grade on Table 27 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.10.2 If pay plan is GS,
 And pay rate determinant is 2, 3, 4, J, K, or R,
 Then basic pay must equal or exceed the minimum basic pay for the grade on
 Table 2 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

C-100
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 650.19.3 If pay plan is GM,
 And pay rate determinant is 0 or 7,
 Then basic pay must fall within the range for grade on Table 3 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.25.2 If pay plan is GH or GM,
 And pay rate determinant is 2, 3, 4, J, K, or R,
 Then basic pay must equal or exceed the minimum basic pay for the grade on
 Table 2 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.26.3 If pay plan is FG,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for grade and step or rate on Table 1 or be
 asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.28.3 If pay plan is FT,
 Then basic pay must be within the range on Table 21 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
-
- 650.30.3 If pay plan is FM,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for grade on Table 3 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.

C-101
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

650.34.2 If pay plan is EX,
 And pay rate determinant is 0,
 Then basic pay must equal the entry for the grade on Table 5 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.37.3 If pay plan is ES or FE,
 And pay rate determinant is 0,
 Then basic pay must be within the range on Table 55 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.37.3 If pay plan is ES or FE,
 And pay rate determinant is 0,
 Then basic pay must be within the range on Table 55 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.38.2 If pay plan is GG,
 And grade is 01 through 15,
 And step is 01 through 10,
 And pay rate determinant is 0 or 7,
 Then basic pay must equal the entry for the grade and step on Table 1 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

C-102
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

650.39.2 If pay plan is GG,
 And grade is 01 through 15,
 And step is 01 through 10,
 And pay rate determinant is 5 or 6,
 Then basic pay must equal or exceed the entry for the grade and step on Table 1
 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

Note: The basic pay check in this edit is temporary to allow agencies time to modify special rate documentation in their HR systems. Eventually, the edit will be changed to require basic pay to equal the Table 1 entry.

650.42.2 If pay plan is GG,
 And grade is 01 through 15,
 And pay rate determinant is 2, 3, 4, J, K, or R,
 Then basic pay must be equal to or exceed the entry for the grade on Table 2 or be
 asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.43.2 If pay plan is FA,
 And agency/subelement is ST,
 And pay rate determinant is 0,
 And grade is 13 or 14,
 Then basic pay must equal entry for the step on Table 7 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

C-103
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 650.45.2 If pay plan is GH,
 And pay rate determinant is 0 or 7,
 Then basic pay must be within the range for the grade on Table 3 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
- 650.47.2 If pay plan is FC,
 And pay rate determinant is not C,
 Then basic pay must be within the range for the grade on Table 8 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
- 650.48.2 If pay plan is GG,
 And grade is SL,
 And pay rate determinant is 0,
 Then basic pay must be within the range shown on Table 21 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.
- 650.53.2 If pay plan is AF, FO, or FP,
 And pay rate determinant is not C,
 Then basic pay must fall within the range for the grade on Table 10 or be
 asterisks.
- Default: Insert asterisks in pay basis and basic pay.
- 650.66.3 If pay plan is VN,
 And pay rate determinant is 0,
 And occupation is 0601 or 0603,
 Then basic pay must be within the range for the grade on Table 14 or be asterisks.
- Default: Insert asterisks in pay basis and basic pay.

C-104
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

650.67.3 If pay plan is VN,
 And pay rate determinant is 0,
 And occupation is 0605 or 0610,
 Then basic pay must be within the range for the grade on Table 15 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.69.2 If legal authority is J8M,
 And nature of action is 170 or 570,
 And pay plan is Wx or Xx,
 Then basic pay may not be greater than the basic pay for GS-11, step 10 on
 Table 1 or must be asterisks.

Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.

650.72.2 If pay plan is SR,
 And pay rate determinant is not C,
 And agency/subelement is VA,
 Then basic pay must be within the range shown on Table 16 or be asterisks.

Default: Insert asterisks in pay plan, grade, step or rate, pay basis, and basic pay.

650.83.2 If pay plan is GS,
 And pay rate determinant is 5 or 6,
 Then basic pay must equal or exceed the entry for grade and step or rate on Table
 1 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

Note: The basic pay check in this edit is temporary to allow agencies time to modify special rate documentation in their HR systems. Eventually, the edit will be changed to require basic pay to equal the Table 1 entry.

C-105
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

650.95.3 If pay plan is AA,
 And pay rate determinant is 0,
 Then basic pay must match the entry for the grade on Table 53 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.96.2 If pay plan is AL,
 And pay rate determinant is not C,
 Then basic pay must match the entry for the grade and step or rate on Table 22 or
 be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.97.2 If pay plan is CA,
 And pay rate determinant is not C,
 Then basic pay must match the entry on Table 23 for the grade or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.98.2 If pay plan is SL or ST,
 And pay rate determinant is not C,
 Then basic pay must fall within the range on Table 21 or be asterisks.

Default: Insert asterisks in pay basis and basic pay.

650.99.3 If pay plan is IJ,
 And pay rate determinant is 0 or 7,
 Then basic pay must match the entry for the step or rate on Table 36 or be
 asterisks.

Default: Insert asterisks in pay basis and basic pay.

C-106
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

652 (LOCALITY ADJUSTMENT)

Note:

Due to reporting requirement changes, the Locality Adjustment field may contain (depending on the pay rate determinant) a locality adjustment or a special rate supplement.

Table 25 shows locality pay percentages currently authorized for each locality pay area. Prior authorized percentages are retained in CPDF internal tables. Locality pay amounts are edited against the locality pay percentages authorized as of the effective date of the action. We divide the locality adjustment amount by the basic pay amount to calculate the percentage used in these edits. We generate the locality pay area code from the duty station. The locality pay area codes are defined in The Guide to Personnel Data Standards, available on the Internet at <http://www.opm.gov/feddata/guidance.asp>.

652.10.2 If pay plan is FO, FP, GG, GH, GM, or GS,
 And pay rate determinant is 0 or 7,
 And locality pay area is other than ZY, ZZ, or asterisks,
 Then the amount of the locality adjustment, as a percentage of basic pay, must
 match the percentage for the locality pay area on Table 25, or be asterisks.

Default: Insert asterisks in locality adjustment.

652.15.2 If pay plan is GG, GH, GM, or GS,
 And pay rate determinant is 5 or 6,
 Then the special rate supplement must be greater than zero.

Default: Accept data as submitted. Failing the edit does not cause the record or data element to be counted as an error.

Note: The default action in this edit is temporary to allow agencies time to modify special rate documentation in their HR systems. Eventually, the edit will be changed to insert asterisks in locality adjustment.

C-107
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

652.20.3 If agency is other than HS,
 And locality pay area is ZZ,
 And pay rate determinant is other than 5, 6, E, or F,
 Then locality adjustment must be spaces or asterisks.

Default: Insert spaces in locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

652.30.3 If pay plan is ES, EX, FE, or ZZ,
 And pay rate determinant is other than A, B, E, F, or S,
 Then locality adjustment must be spaces or asterisks.

Default: Insert spaces in locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

652.35.3 If pay rate determinant is C,
 Then locality adjustment must be spaces or asterisks.

Default: Insert spaces in locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

652.60.2 If pay plan is AA, AL, CA, SL, or ST,
 And locality pay area is other than ZY, ZZ, or asterisks,
 Then the locality adjustment amount must not be spaces or an amount, as a percentage of basic pay, greater than the percentage for the locality pay area on Table 25.

Default: Insert asterisks in locality adjustment.

C-108
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

653 (PRIOR LOCALITY ADJUSTMENT)

Note:

Due to reporting requirement changes, the Prior Locality Adjustment field may contain (depending on the prior pay rate determinant) a prior locality adjustment or a prior special rate supplement.

Table 25 shows locality pay percentages currently authorized for each locality pay area. Prior authorized percentages are retained in CPDF internal tables. Prior locality pay amounts are edited against the locality pay percentages authorized as of the effective date of the action. We divide the prior locality adjustment amount by the prior basic pay amount to calculate the percentage used in these edits. We generate the prior locality pay area code from the prior duty station. The locality pay area codes are defined in The Guide to Personnel Data Standards, available on the Internet at <http://www.opm.gov/feddata/guidance.asp>.

653.08.2 If prior pay plan is AA, AL, CA, SL, or ST,
 And prior locality pay area is other than ZY, ZZ, spaces, or asterisks,
 Then prior locality adjustment must not be spaces or an amount, as a percentage
 of basic pay, greater than the percentage on Table 25 for the prior locality pay
 area.

Default: Insert asterisks in prior locality adjustment.

653.15.2 If prior pay plan is FO, FP, GG, GH, GM, or GS,
 And prior pay rate determinant is 0 or 7,
 And prior locality pay area is other than ZY, ZZ, spaces, or asterisks,
 Then the amount of the prior locality adjustment, as a percentage of basic pay,
 must match the percentage for the prior locality pay area on Table 25 or be
 asterisks.

Default: Insert asterisks in prior locality adjustment.

C-109
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

653.16.2 If prior pay plan is GG, GH, GM, or GS,
 And prior pay rate determinant is 5 or 6,
 Then the prior special rate supplement must be greater than zero.

Default: Accept data as submitted. Failing the edit does not cause the record or data element to be counted as an error.

Note: The default action in this edit is temporary to allow agencies time to modify special rate documentation in their HR systems. Eventually, the edit will insert asterisks in prior locality adjustment.

653.30.2 If agency is other than HS,
 And prior locality pay area is ZZ,
 And pay rate determinant is other than 5, 6, E, or F,
 Then prior locality adjustment must be spaces or asterisks.

Default: Insert spaces in prior locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

653.45.2 If prior pay rate determinant is C,
 Then prior locality adjustment must be spaces or asterisks.

Default: Insert spaces in prior locality adjustment. Failing the edit does not cause the record or data element to be counted as an error, but agency should submit spaces for the data element.

C-110
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

655 (RETENTION ALLOWANCE)

655.10.3 If pay plan is ES, EX, GM, GS, SL, or ST,
 And retention allowance is other than spaces, zeros, or asterisks,
 And agency is other than NN,
 Then retention allowance must not exceed 25% of basic pay.

Default: Insert asterisks in retention allowance.

655.15.2 If nature of action is 810,
 And either legal authority is VPG,
 Then retention allowance may not be blanks.

Default: Insert asterisks in retention allowance.

C-111
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

657 (SUPERVISORY DIFFERENTIAL)

657.20.2 If nature of action is 810,
 And either legal authority is VPH,
 Then supervisory differential may not be blanks.

Default: Insert asterisks in supervisory differential.

C-112
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

660 (SERVICE COMPUTATION DATE (LEAVE))

660.02.3 Service computation date (leave) must be at least 13 years greater than date of birth or be asterisks.

Default: Insert asterisks in service computation date (leave).

Note: Limit established at 13 to accommodate special DOD program for dependents of service people stationed overseas.

660.07.2 Service computation date (leave) must be equal to or less than the effective date or be asterisks.

Default: Insert asterisks in service computation date (leave).

660.10.2 If nature of action begins with 1,
And creditable military service is numeric and greater than 0000,
Then service computation date (leave) must be less than effective date.

Default: Insert asterisks in service computation date (leave).

C-113
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

700 (STEP OR RATE)

700.02.3 If pay rate determinant is 2, 3, 4, or alphabetic (other than P or T),
And pay plan is not EX, FA, or WT,
Then step or rate must be 00 or asterisks.

Default: Insert 00 in step or rate.

700.04.3 If pay plan is GG, GS, or VP,
And neither current appointment authority is UAM,
And grade is 01 through 15,
And pay rate determinant is 0, 5, 6, or 7,
Then step or rate must be 01 through 10 or asterisks.

Default: Insert asterisks in step or rate.

700.12.3 If pay plan is VN,
Then step or rate must be 00 through 28 or asterisks.

Default: Insert asterisks in step or rate.

700.14.3 If pay plan is XE,
Then step or rate must be 00 through 03 or asterisks.

Default: Insert asterisks in step or rate.

700.16.3 If pay plan is CE or CY,
Then step or rate must be 00 through 21 or asterisks.

Default: Insert asterisks in step or rate.

C-114
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 700.19.3 If pay plan is GM,
 Then step or rate must be 00 or asterisks.
- Default: Insert 00 in step or rate.
- [700.22.3] Edit terminated as of the January 2004 CPDF submissions. Edit remains in the
 Guide since it is still applicable to old transactions.
- If pay plan is ES or FE,
 And pay rate determinant is 0,
 Then step or rate must be 01 through 06 or asterisks.
- Default: Insert asterisks in step or rate.
- 700.31.3 If pay plan is FO,
 Then step or rate must be 01 through 14 or asterisks.
- Default: Insert asterisks in step or rate.
- 700.34.3 If pay plan is FP,
 And grade is 01 through 09,
 Then step or rate must be 01 through 14 or asterisks.
- Default: Insert asterisks in step or rate.
- 700.35.3 If pay plan is FP,
 And grade is AA through EE,
 Then step or rate must be 01 through 05 or asterisks.
- Default: Insert asterisks in step or rate.

C-115
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

700.37.3 If pay plan is AF,
 Then step or rate must be 01 through 05 or asterisks.

 Default: Insert asterisks in step or rate.

700.40.3 If pay plan is FC,
 And grade is 02 through 12,
 Then step or rate must be 01 through 10 or asterisks.

 Default: Insert asterisks in step or rate.

700.43.3 If pay plan is FC,
 And grade is 13,
 Then step or rate must be 01 through 09 or asterisks.

 Default: Insert asterisks in step or rate.

700.47.3 If pay plan is FC,
 And grade is 14,
 Then step or rate must be 01 through 05 or asterisks.

 Default: Insert asterisks in step or rate.

700.50.3 If pay plan is AA, CA, SL, or ST,
 Then step or rate must be 00 or asterisks.

 Default: Insert 00 in step or rate.

C-116
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 700.55.3 If pay plan is AL,
 And grade is 01 or 02,
 Then step or rate must be 00 or asterisks.
- Default: Insert 00 in step or rate.
-
- 700.60.3 If pay plan is AL,
 And grade is 03,
 Then step or rate must be A through F or asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.62.3 If pay plan is GG,
 And grade is SL,
 Then step or rate must be 00 or asterisks.
- Default: Insert 00 in step or rate.
-
- 700.65.3 If pay plan is GG,
 And grade is 01 through 15,
 And pay rate determinant is 0, 5, 6, or 7,
 And either current appointment authority is UAM,
 Then step or rate must be 01 through 12 or asterisks.
- Default: Insert asterisks in step or rate.
-
- 700.67.3 If pay plan is FG,
 Then step or rate must be 00 through 10 or be asterisks.
- Default: Insert asterisks in step or rate.

C-117
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

700.69.3 If pay plan is IJ,
 And pay rate determinant is 0 or 7,
 Then step or rate must be 01 through 04 or asterisks.

Default: Insert asterisks in step or rate.

C-118
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

710 (SUPERVISORY STATUS)

710.07.3 If pay plan is BS, JR, JT, KS, NS, WA, WN, WQ, WS, XC, XN, or XS,
Then supervisory status must be 2 or asterisk.

Default: Insert 2 in supervisory status.

710.10.3 If pay plan is FA,
Then supervisory status must be 2 or asterisk.

Default: Insert 2 in supervisory status.

710.13.3 If pay plan is ES, EX, or FE,
Then supervisory status must be 2, 8, or asterisk.

Default: Insert asterisk in supervisory status.

710.16.3 If pay plan is GM,
Then supervisory status must be 2, 4, 5, 7 or asterisk.

Default: Insert asterisk in supervisory status.

710.19.3 If pay plan is BL, JL, JQ, KL, NL, WL, WO, WR, XB, or XL,
Then supervisory status must be 6 or asterisk.

Default: Insert 6 in supervisory status.

C-119
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

710.22.3 If pay plan is BB, ED, EE, EF, EG, EH, EI, JG, JP, KG, NA, WD, WG, WK, WT,
WU, WY, XA, XD, or XP,
Then supervisory status must be 4, 8, or asterisk.

Default: Insert asterisk in supervisory status.

710.25.3 If pay plan is BP, WB, WE, or WM,
Then supervisory status must be 2, 6, 8, or asterisk.

Default: Insert asterisk in supervisory status.

C-120
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

720 (TENURE)

720.02.3 If pay plan is ES,
 Then tenure must be 0.

Default: Insert 0 in tenure.

720.04.3 If pay plan is VM, VN, or VP,
 Then tenure must be 1 or asterisk.

Default: Insert 1 in tenure.

720.08.3 If either current appointment authority is Y7M, Y8M, Y9K, or Y9M,
 Then tenure must be 0, 3, space, or asterisk.

Default: Insert asterisk in tenure.

720.13.2 If nature of action is 100, 130, 140, 151, 155, 157, 500, 540, 551, or 555,
 Then tenure must be 1, 2, or asterisk.

Default: Insert asterisk in tenure.

720.16.2 If nature of action is 101, 141, 150, 501, 541, or 550,
 Then tenure must be 2 or asterisk.

Default: Insert 2 in tenure.

C-121
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

720.19.2 If nature of action is 107, 108, 115, 120, 122, 124, 153, 154, 171, 190, 507, 508,
515, 520, 522, 524, 553, 554, 571, or 590,
Then tenure must be 0, 3, or asterisk.

Default: Insert asterisk in tenure.

720.22.2 If legal authority is YBM, YCM, YGM, Y1M, Y2M, or Y3M,
Then tenure must be 2 or asterisk.

Default: Insert 2 in tenure.

720.25.2 If nature of action is 170 or 570,
And neither legal authority is ZKM or ZNM,
Then tenure must not be 0.

Default: Insert asterisk in tenure.

720.28.2 If the nature of action is 760,
Then tenure must be 0, 3, or asterisk.

Default: Insert asterisk in tenure.

720.31.2 If the nature of action is 765,
Then tenure must be 3 or asterisk.

Default: Insert 3 in tenure.

C-122
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

- 720.34.2 If nature of action is 892 or 893,
 And pay plan is GS,
 Then tenure must not be 0.
- Default: Insert asterisk in tenure.
-
- 720.35.3 If either current appointment authority is ZKM (Presidential appointment),
 And pay plan is AD or EX,
 Then tenure must be 0 or 3,
- Default: Insert 3 in tenure.
-
- 720.40.3 If either current appointment authority is ZNM (Presidential appointment with
 advice and consent of Senate),
 And pay plan is AD or EX,
 Then tenure must be 0.
- Default: Insert 0 in tenure.

C-123
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

750 (VETERANS PREFERENCE)

750.02.2 If either legal authority is LBM, LZM, NEM, or MMM,
Then veterans preference must be 2, 3, 4, 6, or asterisk.

Default: Insert asterisk in veterans preference.

C-124
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

760 (VETERANS STATUS (ACTIVE MILITARY SERVICE))

760.05.3 If veterans status (active military service) is X,
Then veterans preference must not be 2, 3, 4, or 6.

Default: Insert asterisk in veterans status (active military service).

760.10.2 If nature of action is 1xx (other than 132),
Then veterans status (active military service) may not be N.

Default: Insert asterisk in veterans status (active military service).

C-125
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

770 (WORK SCHEDULE)

770.02.2 If nature of action is 280,
Then work schedule must be G, Q, J, T, or asterisks.

Default: Insert asterisk in work schedule.

C-126
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

**DYNAMICS FILE
RELATIONSHIP EDITS**

780 (YEAR DEGREE OR CERTIFICATE ATTAINED)

780.03.2 Year degree or certificate attained must be less than or equal to the effective date of personnel action year, or be spaces or asterisks.

Default: Insert asterisks in year degree or certificate attained.

780.04.3 If instructional program is other than spaces or asterisks,
And education level is other than 14, 16, 18, 20, or 22,
Then year degree or certificate attained must not be spaces.

Default: Insert asterisks in year degree or certificate attained.

D-1
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

TABLE	TITLE
<u>1</u>	FG, GG, and GS Grade/Step/Basic Pay
<u>2</u>	Retained Pay: GG, GH, GM, and GS Grade/Basic Pay
<u>3</u>	FM, GH, and GM Grade /Basic Pay
<u>5</u>	EX Grade/Level/Basic Pay
<u>7</u>	FA Step/Basic Pay
<u>8</u>	FC Grade/Step/Basic Pay
<u>10</u>	AF, FO, and FP Grade/Step/Basic Pay
<u>14</u>	VN Grade/Basic Pay (Occupations 0601 and 0603)
<u>15</u>	VN Grade/Basic Pay (Occupations 0605 and 0610)
<u>16</u>	SR Basic Pay for VA

(continued)

D-2
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

(continued)

TABLE	TITLE
<u>21</u>	FT, GG (Grade SL), SL, and ST Basic Pay
<u>22</u>	AL Grade/Step/Basic Pay
<u>23</u>	CA Grade/Basic Pay
<u>25</u>	Locality Pay Area (LPA) Percentages
<u>26</u>	NY Grade/Basic Pay
<u>27</u>	NX Grade/Basic Pay
<u>36</u>	IJ Step/Basic Pay
<u>53</u>	AA Grade/Basic Pay
<u>55</u>	ES and FE Basic Pay
<u>56</u>	Pay Basis/Basic Pay

D-3
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 1										
FG, GG, and GS Grade/Step/Basic Pay as of January 2006										
Step	1	2	3	4	5	6	7	8	9	10
GS-1	16352	16898	17442	17983	18527	18847	19383	19925	19947	20450
GS-2	18385	18822	19431	19947	20169	20762	21355	21948	22541	23134
GS-3	20060	20729	21398	22067	22736	23405	24074	24743	25412	26081
GS-4	22519	23270	24021	24772	25523	26274	27025	27776	28527	29278
GS-5	25195	26035	26875	27715	28555	29395	30235	31075	31915	32755
GS-6	28085	29021	29957	30893	31829	32765	33701	34637	35573	36509
GS-7	31209	32249	33289	34329	35369	36409	37449	38489	39529	40569
GS-8	34563	35715	36867	38019	39171	40323	41475	42627	43779	44931
GS-9	38175	39448	40721	41994	43267	44540	45813	47086	48359	49362
GS-10	42040	43441	44842	46243	47644	49045	50446	51847	53248	54649
GS-11	46189	47729	49269	50809	52349	53889	55429	56969	58509	60049
GS-12	55360	57205	59050	60895	62740	64585	66430	68275	70120	71965
GS-13	65832	68026	70220	72414	74608	76802	78996	81190	83384	85578
GS-14	77793	80386	82979	85572	88165	90758	93351	95944	98537	101130
GS-15	91507	94557	97607	100657	103707	106757	109807	112857	115907	188957

D-4
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 2	
Retained Pay GG, GH, GM, and GS Grade/Basic Pay as of January 2006	
Grade	Minimum Basic Pay
1	20451
2	23135
3	26082
4	29279
5	32756
6	36510
7	40570
8	44932
9	49363
10	54650
11	60050
12	71966
13	85579
14	101131
15	188958

D-5
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 3	
FM, GH, and GM Grade/Basic Pay as of January 2006	
Grade	Basic Pay Range
13	65832-85578
14	77793-101130
15	91507-188957

D-6
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 5	
EX Grade/Level/Basic Pay as of January 2006	
Grade/Level	Basic Pay
01	183500
02	165200
03	152000
04	143000
05	133900

D-7
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 7	
FA Step/Basic Pay as of January 2006	
Step	Basic Pay
13	152000
14	143000

D-8
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 8		
FC Grade/Step/Basic Pay as of January 2006		
Grade	Step Range	Basic Pay Range
02	01-10	25195-32755
03	01-10	28085-36509
04	01-10	31209-40569
05	01-10	34563-44931
06	01-10	38175-49362
07	01-10	42040-54649
08	01-10	46189-60049
09	01-10	55360-71965
10	01-10	65832-85578
11	01-10	77793-101130
12	01-10	91507-188957

D-9
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 10		
AF, FO, and FP Grade/Step/Basic Pay as of January 2006		
Grade	Step Range	Basic Pay Range
01	01-14	91507-118957
02	01-14	74148-108889
03	01-14	60081-88231
04	01-14	48684-71494
05	01-14	39448-57931
06	01-14	35265-51788
07	01-14	31526-46297
08	01-14	28183-41388
09	01-14	25195-37000
AA	01-05	22519-25523
BB	01-05	20060-22736
CC	01-05	18385-20169
DD	01-05	16352-18527
EE	01-05	10748-12196

D-10
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 14	
VN Grade/Basic Pay (Occupations 0601 and 0603) as of January 2006	
Grade	Basic Pay Range
06	28085-36509
08	32851-42706
09	38175-49632
11	46189-60049
12	55360-71965
13	65832-85578
14	77793-101130
15	91507-118957

D-11
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 15	
VN Grade/Basic Pay (Occupations 0605 and 0610) as of January 2006	
Grade	Basic Pay Range
01	27457-134000
02	36454-134000
03	39734-134000
04	43311-134000
05	49805-134000

D-12
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 16
SR Basic Pay for VA as of January 2006
Basic Pay Range
91507-144459

D-13
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 21
FT, GG(Grade SL), SL, and ST Basic Pay as of January 2006
Basic Pay Range
109808-143000

D-14
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 22		
AL Grade/Step/Basic Pay as of January 2006		
Grade	Step	Basic Pay
01		143000
02		139500
03	A	95500
03	B	102700
03	C	110100
03	D	117400
03	E	124800
03	F	132000

D-15
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 23	
CA Grade/Basic Pay as of January 2006	
Grade	Basic Pay
01	143000
02	138710
03	134420

D-16
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 25		
Locality Pay Area (LPA) Percentages as of January 2006		
LPA Area	LPA Pct	LPA Name
AT	15.10	Atlanta
BO	19.99	Boston
BU	13.52	Buffalo
CH	21.15	Chicago
CI	17.08	Cincinnati
CL	15.41	Cleveland
CO	14.85	Columbus
DA	16.39	Dallas
DG	13.83	Dayton
DN	19.49	Denver
DT	21.00	Detroit
HA	21.30	Hartford
HO	26.37	Houston
HU	13.35	Huntsville
IN	12.85	Indianapolis
LA	23.18	Los Angeles
MI	17.84	Miami
ML	14.74	Milwaukee
MN	17.31	Minneapolis

(continued)

D-17
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 25 (continued)		
Locality Pay Area (LPA) Percentages as of January 2006		
LPA Area	LPA Pct	LPA Name
NY	22.97	New York
PH	18.04	Philadelphia
PI	13.81	Pittsburgh, PA
PO	17.16	Portland
PX	12.65	Phoenix
RA	15.57	Raleigh
RI	14.15	Richmond
SA	17.91	Sacramento
SD	19.19	San Diego
SJ	28.68	San Jose
ST	17.93	Seattle
WA	17.50	Washington, DC
ZX	12.52	Rest of the Contiguous United States
ZY	12.52/ 28.68	FBI Personnel Outside Washington, DC. (The percentages shown for locality pay area ZY are not the regular LPA percentages, but the minimum and maximum possible LPA percentages.)

D-18
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 26	
NY Grade/Basic Pay as of January 2006	
Grade	Basic Pay Range
01	16352-41373
02	31209-55746
03	46189-87286
04	77793-118957

D-19
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 27	
NX Grade/Basic Pay as of January 2006	
Grade	Basic Pay Range
01	77793-118957
02	118957-143000

D-20
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 36	
IJ Step/Basic Pay as of January 2006	
Step	Basic Pay
01	100100
02	114440
03	128700
04	131560

D-21
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 53	
AA Grade/Basic Pay as of January 2006	
Grade	Basic Pay
01	95500
02	102700
03	110100
04	117400
05	124800
06	132000

D-22
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 55
ES and FE Basic Pay as of January 2006
Basic Pay Range
109808-165200

D-23
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

BASIC PAY TABLES

Table 56	
Pay Basis/Basic Pay as of January 2006	
Pay Basis	Basic Pay Range*
BW (biweekly)	000412-007058
PA (per annum)	009172-275000
PD (per diem)	0041.20-1000.00
PH (per hour)	0005.15-0087.93
WC (without compensation)	0000.00-0000.00

* In accordance with the Guide to Personnel Data Standards, basic pay is a 6-character numeric value, with the amount rounded to the nearest dollar for an annual, school year, monthly, or biweekly pay basis. For any other pay basis, the amount is in dollars and cents with no decimal point. (However, the understood decimal point is explicitly shown above.) The amount is right justified with leading zeros.

THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

APPENDIX

TABLE OF CONTENTS

	PAGE
1. <u>Incorporated Changes</u> (Changes to the Guide since the last Update.)	E-1
2. <u>Unincorporated Changes</u> (Changes for the next Update to the Guide.)	F-1

E-1
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

INCORPORATED CHANGES

<u>CHG NO.</u>	<u>EDIT</u>	<u>DATE</u> (yyyymmdd)	<u>EXPLANATION</u>
46/-	(general)		Updates the cover and page headers to show Update 46 (dated February 23, 2006).

(continued)

E-2
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

INCORPORATED CHANGES

<u>CHG NO.</u>	<u>EDIT</u>	<u>DATE</u> (yyyymmdd)	<u>EXPLANATION</u>
46/-	255.04.2	20060201	Adds legal authority V8N.
46/-	290.02.2	20060101	Adds legal authority Z2U.
46/-	325.05.2	20060201	Adds legal authority V8N.
46/-	325.81.2	20060101	Adds legal authority Z2U.
46/-	370.02.2	20060101	Removes Notes 3 and 4. Removes ethnicity and race identification (ERI) and race or national origin (RNO) from the list of data elements that may not be spaces.
46/-	420.19.3	20030101	Deletes edit.
46/-	420.22.3	20030101	Deletes edit.
46/-	420.77.3	20030101	Deletes edit.
46/-	420.80.3	20060101	Adds the following edit: If pay plan is GL, Then grade must be 03 through 10 or asterisks. Default: Insert asterisks in grade, step or rate, pay basis, and basic pay.
46/-	540.22.2	20030101	Deletes edit.
46/-	540.38.2	20030101	Deletes edit.
46/-	540.62.2	20030101	Deletes edit.

E-3
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

INCORPORATED CHANGES

CHG NO.	<u>EDIT</u>	<u>DATE</u> (yyyymmdd)	<u>EXPLANATION</u>
46/-	540.65.2	20060101	Adds the following edit: If prior pay plan is GL, Then prior grade must be 03 through 10 or asterisks. Default: Insert asterisks in prior grade, prior step or rate, prior pay basis, and prior basic pay.
46/-	570.16.2	20060101	Deletes edit.
46/-	570.24.2	20060101	Deletes edit.
46/-	580.25.2	20030101	Deletes edit.
46/-	650.11.1	20030101	Deletes edit.
46/-	650.27.3	20060101	Deletes edit.
46/-	650.32.3	20030101	Deletes edit.
46/-	650.40.2	20060101	Deletes edit.
46/-	650.60.1	20030101	Deletes edit.
46/-	650.60.2	20030101	Deletes edit.
46/-	652.20.3	200601	Changes first line of edit: From: If locality pay area is ZZ To: If agency is other than HS And locality pay area is ZZ

E-4
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

INCORPORATED CHANGES

CHG NO.	<u>EDIT</u>	<u>DATE</u> (yyyymmdd)	<u>EXPLANATION</u>
46/-	653.30.2	200601	Changes first line of edit: From: If prior locality pay area is ZZ To: If agency is other than HS And prior locality pay area is ZZ
46/-	700.07.3	20030101	Deletes edit.
46/-	700.10.3	20030101	Deletes edit.

Basic Pay Tables

46/-	Updates Basic Pay Tables effective as of January 2006, as applicable. Deletes Table 6, Table 12, Table 43, and Table 52.
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F-1
THE GUIDE TO CENTRAL PERSONNEL DATA FILE EDITS
(Update 46, 2/23/06)

UNINCORPORATED CHANGES

CHG			
<u>NO.</u>	<u>EDIT</u>	<u>DATE</u>	<u>EXPLANATION</u>
		(yyyymmdd)	

Not applicable.